

PRR-Calhoun - Investigation File

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



April 1, 2025

MEMORANDUM

TO: Melissa Calhoun
Teacher, Employee ID #10039769

FROM: Mark J. Rendell, Ed.D.
Superintendent 

RE: Letter of Reprimand

This is an official Letter of Reprimand for your behavior which is considered unprofessional and in violation of **Florida State Statute 1000.071: Personal Titles and Pronouns**, *"It shall be the policy of every public K-12 education institution that is provided or authorized by the Constitution and laws of Florida that a person's sex is an immutable biological trait and that it is false to ascribe to a person a pronoun that does not correspond to such person's sex"*, **Florida Administrative Code 6A-1.0955: Education Records**, specifically, *"Section (8) Each school board must adopt a policy for educational records which must include: (m) Provisions for parents to specify the use of any deviation from their child's legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate,"* **Brevard Public Schools Board Policy 3210: Standards of Ethical Conduct**, specifically, *"Employees shall not violate s. 1000.071, F.S., which relates to the use of personal titles and pronouns in education institutions"*. Your behavior is also in violation of the Principles of Professional Conduct of the Education Profession in **Florida State Board Rule, 6A-10.081(2)(c)(4)**, which carries the same language as above.

On March 06, 2025, Ms. Courtney Lundy, the Principal of Satellite High School, received notification of a complaint filed by a concerned parent involving their student and currently assigned teachers. The parent informed the school administration of their student's desire to transition from the female to male gender and their concerns that school faculty members were influencing and grooming this behavior by referring to their student by the student's preferred male nickname. The parents further advised that they did not provide consent to have their child be referred to by any name other than the student's legal name. The school administration immediately began an investigation to address these reported concerns.

On March 10, 2025, during an informal meeting with Ms. Lundy you were asked whether you have been referring to the student involved by their preferred nickname. During this time, you admitted to Ms. Lundy that you have in fact been referring to the student involved by their preferred nickname during this current 2024-2025 school year and during previous school years while they have been attending your class. You informed Ms. Lundy that you were knowledgeable about the change in State law addressing student deviations of legal names and that you were aware that a parent consent form must be completed and approved by the principal.

On March 12, 2025, during a scheduled pre-determination meeting with the Professional Standards and Labor Relations department you again admitted to using the involved students preferred nickname rather than their legal name during the current 2024-2025 school year and previous school years. You indicated that during the 2023-2024 school year you attended a faculty meeting at Satellite High School held by the former principal informing you of the law that was changed and the requirement that a parent permission form must be completed. You explained that you knew that the approved student nicknames could be

Phone: (321) 633-1000, ext. 11570



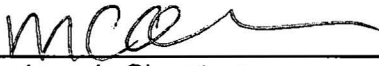
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found in the software program Focus, however claimed you did not know how to research this information in the program. You admitted that you did not attempt to research or ask for assistance with researching if the student involved had an approved nickname in Focus and that it was a complete oversight on your part.

The allegations set forth in the complaint have been sustained. It is expected that all school personnel perform their responsibilities in a manner that demonstrates professionalism while modeling behavior that demonstrates the value our organization places on each and every employee.

In the future, it is expected that you will refrain from continued actions of this manner. Failure to correct this behavior will be reflected on your annual evaluation and may result in further disciplinary action up to and including termination.

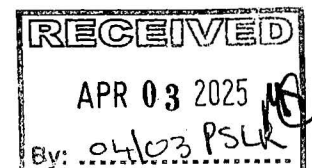
This is to confirm that a copy of the original of this document was provided to me on April 1, 2025. My signature below merely signifies receipt of this document and does not necessarily indicate agreement with its contents.



Employee's Signature

4/3/25
Date

O: Director, Professional Standards & Labor Relations – Personnel File
C: Chief of Schools



School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent

Brevard
Public
Schools



March 11, 2025

HAND DELIVERY

Melissa Calhoun
235 Waterside Drive
Indian Harbour Beach, FL. 32937

Dear Ms. Calhoun:

Please be advised that a matter has come to my attention regarding a possible policy violation. I have scheduled a meeting with you for Thursday, March 13, 2025, at 8:00 A.M. to discuss this matter further. This meeting will be held at ESF Human Resources Department, located at 2700 Judge Fran Jamieson Way Viera, FL. 32940. As this meeting may result in disciplinary action, you are entitled to representation.

Sincerely,

Jacqueline Saxenmeyer
Manager, Professional Standards
Professional Standards & Labor Relations

O: Director, Professional Standards & Labor Relations – Personnel File

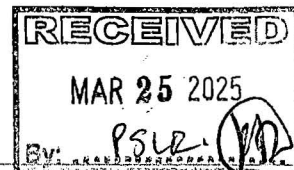
This is to confirm that a copy of the original of this document was provided to me on March 11, 2025, by Principal, Ms. Courtney Lundy. My signature merely signifies receipt of this document and does not necessarily indicate agreement with its contents.

Employee's Signature

Date

Mrs. Calhoun did not want to sign, 3/11/25
Courtney Lundy, Principal

Rosemary Browning, Director
Professional Standards & Labor Relations
Phone: (321) 633-1000, ext. 11265 • FAX: (321) 735-9788



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CASE OUTCOMES

INVESTIGATIVE SUMMARY

Date: March 06, 2025
Case Number: 2025-196
Complaint Against: Melissa Calhoun
Position: Teacher
Department/School: Satellite High School
Tenure: 10/07/13
Responding Supervisor(s): Courtney Lundy, Principal

Allegations:

- Violation of Florida State Statute 1000.071: Personal Titles and Pronouns, *"It shall be the policy of every public K-12 education institution that is provided or authorized by the Constitution and laws of Florida that a person's sex is an immutable biological trait and that it is false to ascribe to a person a pronoun that does not correspond to such person's sex"*.
- Violation of Florida Administrative Code 6A-1.0955: Education Records, specifically, *"Section (8) Each school board must adopt a policy for educational records which must include: (m) Provisions for parents to specify the use of any deviation from their child's legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate"*.
- Violation of State Board Rule 6A-10.081: Principles of Professional Conduct for the Education Profession in Florida, specifically, *"Employees shall not violate s. 1000.071, F.S., which relates to the use of personal titles and pronouns in education institutions"*.
- Violation of Brevard Public Schools Board Policy 3210: Standards of Ethical Conduct

Details of Case:

On March 06, 2025, the Principal of Satellite High School, Ms. Courtney Lundy, was contacted by Brevard Public Schools Board Vice Chair Mr. Matt Susin regarding a concerning complaint made by the parent of one of her students, [REDACTED]. It was reported to Ms. Lundy that during a recent argument between [REDACTED] and her daughter [REDACTED] involving [REDACTED] desire to transition from female to male, [REDACTED] commented that her teachers at Satellite High School have been referring to her by her preferred male name [REDACTED]. [REDACTED] was upset expressing her concerns that both DeLaura Middle School and Satellite High School faculty members have been influencing and grooming her daughter to transition and to be gay.

On March 06, 2025, shortly after Ms. Lundy's conversation with Mr. Susin took place, she received a phone call from [REDACTED]. [REDACTED] expressed her concerns regarding her daughter and her suspicions of grooming behavior taking place within the school environment. During the conversation, [REDACTED] inquired whether her daughter was a member of the GSA "Genders & Sexualities Alliances" club. [REDACTED] was advised by Ms. Lundy that if she had not submitted the parent club permission form for her daughter then she should not be participating in the club. [REDACTED] later verbally requested a records request from Ms. Lundy for all emails exchanged between former Brevard Public Schools Board member Ms. Jennifer Jenkins and any teachers from Satellite High School, suspecting Ms. Jenkins involvement.

After Ms. Lundy's communication with [REDACTED] took place, she immediately notified her supervisor, Chief of Schools Director, Ms. Sherri Bowman. The Chief of Schools, Mr. James Rehmer was also informed of the incident and contacted Ms. Lundy.

It should be noted that on March 7, 2025, Ms. Lundy sent an email to the Brevard Public Schools Records Custodian Ms. Holly Christmas submitting [REDACTED] records request. [REDACTED] was also copied on the emailed request. Ms. Lundy later confirmed that through the GSA Club sponsor Ms. Kristin Staniec the [REDACTED] was not a member of the club and that the club had in fact been canceled due to lack of student involvement.

On March 07, 2025, Ms. Lundy contacted the Professional Standards and Labor Relations Director Ms. Rosemary Browning for guidance on how to proceed with her investigation. It was determined that Ms. Lundy would need to first speak with any teachers involved to assess the situation and to gather student statements.

On March 10, 2025, Ms. Lundy made contact with all four of [REDACTED] teachers separately and asked to speak with them in her office. The first teacher Ms. Lundy spoke with was Ms. Melissa Calhoun. During the meeting, Ms. Lundy informed Ms. Calhoun of [REDACTED] concerns and the complaint that was made involving her daughter. Ms. Calhoun admitted to Ms. Lundy that she has in fact been calling [REDACTED] by her preferred nickname [REDACTED] most recently and in the past. Ms. Calhoun informed Ms. Lundy that she has taught [REDACTED] for several years and has referred to her by the name [REDACTED] prior to the change in law and policy. Ms. Calhoun could not recall exactly when or how often she has referred to [REDACTED] by her preferred nickname. Ms. Calhoun was then asked if she was familiar with the policy change, she indicated that she was, however she was unclear as to where to find the nicknames in the software program FOCUS. Ms. Lundy later showed Ms. Calhoun where to locate approved nicknames in the system. During the meeting, Ms. Calhoun expressed to Ms. Lundy that this situation may be challenging for her as she has taught the student for several years and commented stating that this may be the hill she falls on. Ms. Calhoun also emphasized to Ms. Lundy that she was not intentionally being malicious or breaking the policy.

On March 10, 2025, Ms. Lundy spoke with the rest of [REDACTED] assigned teachers separately to include Ms. Kerry Clapper, Mr. Alexander Mirling, and Ms. Morgan Velez. All of whom denied referring to [REDACTED] by her requested nickname [REDACTED]

On March 11, 2025, Ms. Lundy instructed her Assistant Principal Ms. Kelly Bombriant to collect statements from students from within [REDACTED] shared class with Ms. Calhoun. The student statements confirmed Ms. Calhoun's admission to referring to [REDACTED] as [REDACTED]

On March 11, 2025, Ms. Lundy was informed by her school secretary Ms. Vanessa Miles that [REDACTED] had called the school upset, indicating that her daughter had informed her that an unknown teacher had cried with her about the situation and that she was on her way to the school to find out more information. [REDACTED] later arrived at the school and met with Ms. Lundy and Ms. Bowman. During the conversation, [REDACTED] advised that she was informed by Brevard Public Schools Board member Mr. Gene Trent that one of her daughter's teachers admitted to calling her [REDACTED] however she was unsure as to which teacher. [REDACTED] also advised that her daughter had made her aware that on March 10, 2025, one of her teachers had cried with her over the situation but again was unaware as to which teacher this involved. [REDACTED] requested that Ms. Lundy investigate the incident. During the meeting, [REDACTED] asked for Ms. Lundy's assistance with connecting her daughter with a counselor who could talk

to her about starting college in the summer. [REDACTED] also asked Ms. Lundy if there were any students she thought that would be good to connect her daughter with to make friends.

On March 11, 2025, Ms. Lundy presented a predetermination letter to Ms. Calhoun on behalf of Professional Standards and Labor Relations. Ms. Calhoun received a copy of the letter, however refused to sign showing acknowledgement.

On March 12, 2025, at approximately 2:00 P.M., a pre-determination meeting was held with Ms. Calhoun within the Human Resources Department. In attendance during the meeting was Ms. Calhoun, Brevard Federation of Teachers Representative Mr. Anthony Colucci, and the Manager of Professional Standards, Jacqueline Saxenmeyer.

During the meeting Ms. Calhoun stated the following: Ms. Calhoun is an English teacher at Satellite High School and has been with the District since 2018. In 2022 Ms. Calhoun first taught the involved student [REDACTED]. During this time, Ms. Calhoun explained that it was in 2022 when she was first asked by [REDACTED] to be referred to by her preferred name [REDACTED]. Ms. Calhoun explained that she is aware of the Florida statute that was changed, however in 2022 when she first met the student the amendment to the statute did not exist. I then asked Ms. Calhoun if she had ever communicated with the parents of the student to make them aware of the name that she was requesting to be called by. Ms. Calhoun stated that she did not, and that she did not find it necessary to call the parent as the student performs very well in class and has had no behavioral issues. Due to these reasons Ms. Calhoun stated that she has never had any communication with the student's parents.

Ms. Calhoun then made a comment and explained that [REDACTED] attends an AP course for college credit and that through a program called "College Boards" [REDACTED] has listed a nickname for herself as [REDACTED]. I then asked Ms. Calhoun if she has ever spoken with another teacher about [REDACTED] and her request to be called [REDACTED], in which she stated no.

I then asked Ms. Calhoun if she could please explain to me the meeting that was held between Ms. Lundy and her on March 10, 2025. Ms. Calhoun stated that she had received an email from Ms. Lundy requesting that she meet with her. Ms. Calhoun advised that during the meeting Ms. Lundy explained that she had violated State law by referring to the student by the name [REDACTED]. Ms. Calhoun stated that she had "no clue" that it was an issue. During this time, I asked Ms. Calhoun if she was familiar with the State law. Ms. Calhoun stated that during the 2023-2024 school year while Mr. Bobby Pruett was principal at Satellite High School, he held a faculty meeting shortly after the law was changed and notified the staff. Ms. Calhoun stated that she was aware that a consent form must be completed by the parent of the student in order for them to receive permission to be referred to by a nickname. Ms. Calhoun stated that she knew student nicknames could be found in Focus, however she was unsure as to how to find the information in the program. Ms. Calhoun advised that since the faculty meeting took place during the 2023-2024 school year, she has not received any refreshers or updates regarding the law by administration. After her meeting with Ms. Lundy, Ms. Calhoun stated that she researched in Focus how to find the information and did a complete search for all her students and their confirmed nicknames.

Ms. Calhoun stated that she was "shocked" when she was told what the meeting was about with Ms. Lundy and stated that she did not have any "political intent" or "malicious intent" when referring to the student by their preferred name. Ms. Calhoun stated that she did make a comment to the principal stating "I can't believe that this is what I go down for". She also made a

comment and stated that she has never once had a conversation with the student about her "transitioning" genders.

Ms. Calhoun admitted that soon after her meeting with Ms. Lundy she met with the student and advised them that she could no longer refer to her as [REDACTED] and that she must address her as [REDACTED]. I then asked Ms. Calhoun if she was instructed to speak with the student by Ms. Lundy, at which time she stated no. I then asked if Ms. Lundy provided her with any guidance moving forward with the situation, at which time she stated no. At the end of the interview Ms. Calhoun admitted that she never checked to see if the student had a completed parent permission form in Focus and that it was a "complete oversight" on her part.

On March 14, 2025, I called Ms. Calhoun by phone and requested to ask her additional follow-up questions related to our meeting. During this time, I explained to Ms. Calhoun that I would like to audio record our conversation for documentation purposes. Ms. Calhoun advised that she would need to think about it and contact me back. A few moments later I received a phone call from her BFT Representative Mr. Colucci. Mr. Colucci advised that Mr. Calhoun would be willing to schedule a follow-up meeting in person within the Human Resources Department. Due to the current scheduled Spring Break for both students and teachers a follow-up meeting was then made for a later date on March 24, 2025, at 10:00 A.M.

On March 24, 2025, at approximately 10:00 A.M. a follow-up meeting was held with Ms. Calhoun within the Human Resources Department. In attendance during the meeting was Ms. Calhoun, Brevard Federation of Teachers Representative Mr. Anthony Colucci, and the Manager of Professional Standards, Jacqueline Saxenmeyer.

I first began the meeting by explaining to Ms. Calhoun that I had additional follow up questions to ask her related to her conversation with [REDACTED] after being notified of the parent complaint by Ms. Lundy. Ms. Calhoun stated the on the same day the meeting with Ms. Lundy took place she later contacted [REDACTED]. Ms. Calhoun couldn't recall the exact date, however remembered that it fell on a "mental health Monday". Ms. Calhoun explained that approximately 1-2 minutes prior to the bell ringing for the class period to end she called [REDACTED] over to her desk to speak with her. Ms. Calhoun explained that she had finished her lesson plans, and that the rest of her students were preparing for dismissal. When [REDACTED] approached her at her desk Ms. Calhoun stated that she told [REDACTED] the following, "I want to let you know that I can't call you anything else besides your legal name and can't take papers". Ms. Calhoun advised that she did not want to "embarrass" the student and so tried to have a private conversation. Ms. Calhoun said that she was uncertain whether other students may have overheard the conversation. Ms. Calhoun explained that [REDACTED] at first appeared "confused" and then asked a followed-up question asking why. Ms. Calhoun responded to [REDACTED] and stated, "I can't. I am not allowed to". [REDACTED] then asked Ms. Calhoun if she was in trouble. Ms. Calhoun responded and stated, "I don't know". Ms. Calhoun explained that [REDACTED] then asked if there was anything she could do to help. Ms. Calhoun advised that she told [REDACTED] "no and not to get herself involved". Ms. Calhoun described the conversation to be "brief". I then asked Ms. Calhoun if either she or [REDACTED] had become upset and cried during the conversation. Ms. Calhoun stated that when [REDACTED] asked her if there was anything that she could do to help the situation they both began to "tear up". Afterwards I asked Ms. Calhoun if she had any further conversations with [REDACTED] regarding the situation, in which she stated no.

I then asked Ms. Calhoun if there were any additional details that she felt were relevant and that would be beneficial for me to know. Ms. Calhoun advised that when she had the initial meeting with Ms. Lundy, she left the meeting feeling "upset and confused". She was not provided with

any direction on how to proceed with the student or the situation. Ms. Calhoun advised that she was shown where to find the approved student nicknames in Focus by Ms. Lundy. Ms. Calhoun also wanted to reiterate that there was no "refresher" provided to employees regarding the policy change during the 2024-2025 school year employee orientation or by the school principal.

Summary of Evidence Collected:

- 3/11/25 – Written statement collected from [REDACTED] – Student
- 3/11/25 – Written statement collected from [REDACTED] – Student
- 3/11/25 – Written statement collected from [REDACTED] – Student
- 3/11/25 – Written statement collected from [REDACTED] – Student
- 3/12/25 – Letter of Support for Ms. Calhoun on behalf of [REDACTED] – Parent
- 3/12/25 – Written statement collected from Courtney Lundy, Principal – Satellite High School
- 3/12/25 – In person interview with Melissa Calhoun – Teacher
- 3/14/25 - Written statement collected from Sherri Bowman, Director – Chief of Schools
- 3/18/25 – Follow-up written statement collected from Courtney Lundy, Principal – Satellite High School
- 3/24/25 – Follow-up in person interview with Melissa Calhoun – Teacher

Prior ER Discipline/Complaints:

N/A

Findings: Sustained

Determination/Outcome:

Based on the interview conducted and documentation reviewed, it is the recommendation that Ms. Calhoun receive a Letter of Reprimand for violation of Florida State Statute 1000.071: Personal Titles and Pronouns, *"It shall be the policy of every public K-12 education institution that is provided or authorized by the Constitution and laws of Florida that a person's sex is an immutable biological trait and that it is false to ascribe to a person a pronoun that does not correspond to such person's sex"*, Florida Administrative Code 6A-1.0955: Education Records, specifically, *"Section (8) Each school board must adopt a policy for educational records which must include: (m) Provisions for parents to specify the use of any deviation from their child's legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate,"* Brevard Public Schools Board Policy 3210: Standards of Ethical Conduct, specifically, *"Employees shall not violate s. 1000.071, F.S., which relates to the use of personal titles and pronouns in education institutions"*, and the Principles of Professional Conduct of the Education Profession in Florida State Board Rule, 6A-10.081(2)(c)(4).

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



April 11, 2025

REGULAR MAIL

Melissa Calhoun
235 Waterside Drive
Indian Harbour Beach, FL. 32937

Dear Ms. Calhoun:

In accordance with *Article VII, Section U* of the **Agreement between the School Board of Brevard County, and the Brevard Federation of Teachers, Local 2098**, this letter shall inform you of the district's intent to make a report to the Florida Department of Education – Office of Professional Practices regarding a recent incident, of which you were the subject of an investigation.

Section 1012.796(1)(d), Florida Statutes, requires Brevard Public Schools to file in writing with the Florida Department of Education all legally sufficient complaints within 30 days after the date which subject matter of the complaint comes to the attention of the school district.

Sincerely,

Jacqueline Saxenmeyer
Manager, Professional Standards
Professional Standards & Labor Relations

Rosemary Browning, Director
Professional Standards & Labor Relations
Phone: (321) 633-1000, ext. 11265 • FAX: (321) 735-9788



PPS DOCUMENTS

Statement of Good Faith

Section 1012.796(1)(d), Florida Statutes, requires each school district to "file in writing with the department all **legally sufficient** complaints within **30** days after the date on which subject matter of the complaint comes to the attention of the school district. A complaint is legally sufficient if it contains **ultimate facts** that show a **violation has occurred** as provided in s. 1012.795, F.S. and defined by rule of the State Board of Education. The school district shall include all information relating to the complaint which is known to the school district at the time of filing."

I, Ryan Dufrain, Assistant Superintendent of Human Resources Services of the School District of Brevard County submit this report on behalf of Superintendent Mark Rendell, Ed.D. and have included all supporting documents to substantiate a violation of s. 1012.795, Florida Statutes by the Florida certified educator indicated below:

Name: Melissa M. Calhoun
DOE Certificate Number: Regular/Professional- 0001229092
Address: 235 Waterside Drive Indian Harbour Beach, FL. 32937
Telephone: (321) 591-8321
Email: calhoun.melissa@brevardschools.org
DOB: 08/12/90
SS#: [REDACTED]
Position: Teacher- English
School or Site Location: Satellite High School
Hire date at this location: 08/02/18
Initial hire date in your district: 10/07/13
Employment status: Active

Reporting Details

When did this incident occur? 03/06/25

Where did this incident occur? (School campus, classroom, bathroom, cafeteria, playground, etc...)

Satellite High School, 300 Scorpion Court Satellite Beach, FL. 32927

To whom, by whom (name & position & office/section) and on what date was this incident initially reported?

Date Reported: 03/06/25

Reported by Ms. Courtney Lundy, Principal to Professional Standards & Labor Rel.

When was the incident reported to the district PPS Liaison?

04/01/25

Who completed or contributed to the investigation (Name, title/position, office/section)?

Ms. Courtney Lundy, Principal, Satellite High School

Ms. Jacqueline Saxenmeyer, Manager, Professional Standards & Labor Relations

Was the Department of Children and Families involved? No If yes, provide DCF case number.

Was Law Enforcement involved? No If yes, provide name and contact information of law enforcement agency, the case # and the officer assigned _____

Were charges forwarded to the state attorney or is such action possible or pending? No If yes, provide the name and contact information of assigned prosecutor. _____

**Use the space below to provide a summary of the allegation.
(Please refer to the Allegation Specific Information Instructions)**

On March 06, 2025, the Principal of Satellite High School, Ms. Courtney Lundy, received notification of a complaint filed by a concerned parent [REDACTED] involving her daughter [REDACTED] and currently assigned teachers. The parent informed the school administration of their daughter's desire to transition from the female to male gender and their concerns that school faculty members were influencing and grooming this behavior by referring to their daughter by their preferred male nickname [REDACTED]. The parent further advised that they did not provide consent to have their daughter be referred to by any name other than their child's legal name. The school administration immediately began an investigation.

On March 10, 2025, an informal meeting with Teacher, Ms. Melissa Calhoun, and Ms. Lundy took place. During the meeting, Ms. Calhoun admitted to Ms. Lundy that she had in fact been referring to the student involved by their preferred nickname during the current 2024-2025 school year and during previous school years while the student has been attending her classes. Ms. Calhoun informed Ms. Lundy that she was knowledgeable about the change in State law addressing student deviations of legal names and that she was aware that a parent consent form must be completed and approved by the principal.

On March 12, 2025, the Professional Standards and Labor Relations Department scheduled a pre-determination meeting with Ms. Calhoun along with her Brevard Federation of Teacher's Union representative Mr. Anthony Colucci. During the meeting, Ms. Calhoun again admitted to using the involved students preferred nickname rather than their legal name during the current 2024-2025 school year and previous school years. Ms. Calhoun also confirmed that during the 2023-2024 school year she attended a faculty meeting at Satellite High School held by the former principal informing her of the law that was changed and the requirement that parent permission form must be completed.

On April 1, 2025, Brevard Public Schools Superintendent Dr. Mark Rendell met with Ms. Calhoun and presented to her a Letter of Reprimand for violation of Florida State Statute 1000.071, Florida Administrative Code 6A-1.0955, Brevard Public Schools Board policy 3210 Standards of Ethical Conduct, and Florida State Board Rule 6A 10.081(2)(c)(4). It should also be noted that Ms. Calhoun was also presented with a non-renewal contract letter for the 2025-2026 school year.

EVIDENCE

Section 1012.796, F.S., requires the school district include all information relating to the complaint which is known to the school district at the time of filing and for each district school board shall develop and adopt policies and procedures to comply with this reporting requirement.

- ☐ Identify all evidence regarding this allegation and attach or include with your submission.
- ☐ Victim interview/statements
- ☒ Witness interview/statements
- ☐ Educator interview/statement
- ☐ Computer/Forensic Evaluation
- ☐ Newspaper Articles
- ☐ Video (School-based)
- ☐ Video (witness/victim/educator provided)
- ☐ Photographs
- ☐ Text Message(s)
- ☒ Emails/ letters/ correspondence
- ☐ Grades / Lesson Plans
- ☐ Performance Evaluations
- ☐ Fitness for Duty Evaluation
- ☐ Reasonable Suspicion Checklist
- ☐ Results of reasonable suspicion or random drug/alcohol screenings
- ☐ Social Media posts/communications
- ☐ Class or team Roster
- ☒ Other: F.S.1000.071, F.A.C. 6A-1.0955, BPS po. 3210, FL. State Rule 6A10.081(2)(c)(4)

COMPLAINT

 Addresses & Contacts **Address****Contacts at this Address**

Relationship

Email

Home Phone

Cell Phone

Contact's Priority: 1

 Contact #2

(No Address)

Contact Details:

Home Phone

Cell Phone

Contact's Priority 2

**Father** **Contact #3**

(No Address)

Contact Details:

Home Phone

Contact's Priority 3

Grandfather**Linked Users** The following users will be able to view data for this student

Enabled 	User 	Contact 	
			View User Info

Linked Students Define relationships between students**No Records Found****Family Documents** Documents that are shared across linked students



≡ ☐ III Primary Info



First Name

[REDACTED]

Middle Name

[REDACTED]

Last Name

[REDACTED]

Suffix

Student ID

[REDACTED]

Birthdate

[REDACTED]

[REDACTED]

Local Student ID

[REDACTED]

AKA/Nickname

WITNESS STATEMENTS

Statement: Investigation Linked to Parent Concern for Policy- State Rule 6A-1.0955 and Parent Bill of Right HB 1069- Nicknames- Courtney Lundy- 3/6/2025

On the morning of March 6, 2025, I received a phone call from Matt Susin while I was in a classroom conducting an observation. I informed him of my location, and he requested that I return his call as soon as possible. After completing the observation, I promptly called Mr. Susin back. He explained that [REDACTED] had contacted him, very upset, following an argument with her daughter about her daughter's transition from female to male. During the argument, her daughter mentioned that the teachers at Satellite High School referred to her as [REDACTED]. [REDACTED] claimed that both Delaura Middle School and Satellite High School had been informing her daughter to transition and be gay. Mr. Susin stated that he was working with [REDACTED] to prevent her from going to the news or legislature until I had investigated the matter. [REDACTED] collaborated with Mrs. Browning.

Later that afternoon, Mr. Susin and I had another phone call regarding the same concern. I told Mr. Susin to have the mom call me.

After my conversation with Mr. Susin, I received a call from [REDACTED]. She expressed the same concerns about her daughter and the environments at Delaura Middle School and Satellite High School. [REDACTED] detailed her daughter's educational journey from homeschooling to Delaura Middle School and then to Satellite High School. She emphasized that changing the culture at these schools requires changing people, not just policies.

[REDACTED] also inquired about our GSA club, specifically whether her daughter was a member. I explained that if she hadn't submitted a parent permission form, her daughter should not be participating in the club. Additionally, [REDACTED] requested a records request for emails related to Jennifer Jenkins and my teaching Mrs. Jenkins' involvement. I assured her that I would collaborate with Mrs. Browning to initiate an investigation.

I then called Mrs. Bowman to let her know about the concern and asked if she could let Mr. Rehmer know.

Mr. Rehmer called me shortly after and I explained all the information noted above. We agreed I would keep him in the loop.

Later that evening, Mr. Susin called me to follow up, and we discussed the same concerns. I informed him that I had spoken with [REDACTED] and would be reaching out to Mrs. Browning on Thursday for further direction.

On March 7, 2025, I contacted Mrs. Browning, who advised me to proceed with the investigation. We agreed that I would first meet with my teachers to assess the situation and then decide if we needed to gather student statements. Additionally, she clarified that a verbal records request is valid, and I should inform Holly Christmas about the parents' records request.

I later emailed [REDACTED] as a follow-up to our phone conversation and stated we would move forward with an investigation and that I had copied Holly Christmas on the email for the records request.

On the afternoon of March 7, 2025, I was at a graduation meeting when Mr. Susin called. I stepped out to take his call. During our conversation, he raised the parents' concerns about grooming and

Inquired about our GSA club. He recommended ensuring we were following policy and that [REDACTED] daughter was not part of the club. We also discussed [REDACTED] concerns about the political affiliations of the teachers and myself. She might look up our political parties, feeling that her daughter is targeted due to her political involvement and local ties. Mr. Susin seemed very concerned about the allegations [REDACTED] mentioned in our first conversation and asked me to keep him updated on any findings.

Afterward, I called our GSA sponsor, Kristin Staniec, and asked to meet with her. During our meeting, I inquired if she had parent permission forms for all members. She mentioned that currently, only one student is involved, the one who wanted to start the club. I asked if they were meeting before and after school, and she said they haven't had any meetings because no one else has joined. She also mentioned that she spoke with the student leader this week, and they decided to cancel the club if no one joins by next week.

Shortly after this meeting, Ms. Mumaghan called to touch base. She asked for an update on the parent concern as she was preparing for potential media coverage. I provided her with all the information mentioned above.

Shortly after speaking with Ms. Mumaghan, Dr. Rendell called. I shared all the information mentioned above with him. He asked if I had any concerns. At the time, I felt confident there were no concerns because my staff is dedicated to strong instruction, but I couldn't be certain as I hadn't spoken with my teachers yet. Additionally, my phone was experiencing intermittent service during our conversation.

Following Dr. Rendell's call, Mr. Rehmer contacted me. I had reached out to him earlier to keep him updated between the previous calls. I explained all the information mentioned above to him.

On Saturday, March 8, 2025, Mr. Susin called to check on the concerns we had discussed. My only update for him was regarding the GSA club conversation. I assured him that we would investigate further and proceed accordingly.

At around 8:15 AM on Monday, March 11, 2025, Mrs. Calhoun approached me at OPENGATE in response to my email requesting a meeting during her planning period or lunch, whichever was most convenient. We walked to my office, where I informed her about a parent's concern regarding [REDACTED] being referred to as [REDACTED]. I asked if she had been using the name [REDACTED] instead of [REDACTED].

Mrs. Calhoun confirmed that she had called [REDACTED] in the past and possibly currently, explaining that she had taught [REDACTED] for several years. [REDACTED] had used the name [REDACTED] before the policy change. She mentioned [REDACTED] he couldn't recall exactly when or [REDACTED] if [REDACTED] had used the name [REDACTED], as it was confusing due to her long-term relationship with [REDACTED]. Her primary focus has always been on her instruction and her students' learning. Additionally, [REDACTED] he noted that students in the hallway often use the name [REDACTED].

When I asked if she was aware of the policy change, Mrs. Calhoun said she was, but she found it unclear where to find nicknames in FOCUS. I then showed her where to locate approved nicknames in the system, which had not been explained to her before this meeting. Mrs. Calhoun expressed that this situation might be challenging for her (as she had the student for several years), may be the

hill she falls on, and emphasized that she was not intentionally being malicious or breaking the policy. She is dedicated to creating a successful AP classroom. Again reiterating, she was not intentionally trying to break the policy.

I asked if she had ever discussed transitioning with [REDACTED], and Mrs. Calhoun firmly stated that she had not. She reiterated that her focus is on teaching AP English and fostering a successful learning environment. Based on my observations through walkthroughs, evaluations, professional development sessions, and test scores, I can attest that Mrs. Calhoun is a highly effective teacher who goes above and beyond for her students' learning and success.

Reflecting on this meeting, I believe Mrs. Calhoun's primary focus is on her instruction, and any use of the name [REDACTED] was unintentional and due to previous years' habits. Additionally, I do not recall reviewing the policy and procedures this school year to ensure my staff is aware of the names being used or how to see the nicknames in FOCUS.

During 3rd period, Ms. Clapper met with me in response to my email requesting a meeting. I informed her about a parent's concern regarding [REDACTED] being referred to as [REDACTED]. I asked if she had been using the name [REDACTED] instead of [REDACTED]. She stated she does not use the name [REDACTED] but that [REDACTED] writes [REDACTED] on her papers, and she has not corrected her. She felt it was unclear as to how to handle a student writing the name verse utilizing the name as the teacher.

After Ms. Clapper's meeting, Mrs. Bowman arrived for math walkthroughs and to check in. As a leader, I was feeling stressed and frustrated following my initial meeting with Mrs. Calhoun. The concerns within the phone calls on Friday influenced my initial reaction to the meeting. Due to a two-period data admin meeting prior to my meetings with Ms. Clapper and Mrs. Bowman, I hadn't fully processed my meeting with Mrs. Calhoun. I was only thinking about her admission to using the nickname and didn't reflect on the broader points she was trying to convey.

When I informed Mrs. Bowman about the meeting, I mentioned that Mrs. Calhoun acknowledged using the nickname, was aware of the policy, and expressed she might fall on this hill. Unfortunately, I didn't fully consider the context of Mrs. Calhoun's statements at that moment.

During 7th period, Mr. Mirling met with me in response to my email requesting a meeting. I informed him about the parents' concern regarding [REDACTED] being referred to as [REDACTED]. He questioned why he would do that and stated he never called [REDACTED] by that name.

Following my meeting with Mr. Mirling, Mrs. Velez met with me in response to my email requesting a meeting. I informed her about the parent's concern regarding [REDACTED] being referred to as [REDACTED]. Mrs. Velez mentioned that on the swim deck, [REDACTED] is referred to as [REDACTED]. [REDACTED] joined Mrs. Velez's class in January. When [REDACTED] arrived, she asked if Mrs. Velez could call her [REDACTED]. Mrs. Velez asked if she had a form for this request, and when [REDACTED] said no, Mrs. Velez continued to use the name [REDACTED].

Later that afternoon, Mr. Rehmer called to inquire about the message he received from Mrs. Bowman. I explained that my communication to Mrs. Bowman was influenced by my emotions and that I hadn't yet reflected on the context behind my words. I mentioned that I believe Mrs. Calhoun might be using the name [REDACTED] out of habit, as she has taught the student for four years. We know she is a teacher dedicated to her craft and instruction.

On Tuesday, Jackie Saxenmeyer called to ask for a summary of the situation and informed me to collect student statements. We confirmed that Mrs. Bombriant could pull the students since I had reappointment meetings all day. We agreed to hold a pre-determination meeting on Friday morning.

Mrs. Bombriant got statements from 4 students.

Around midday, my secretary informed me that a parent named [REDACTED] had called, very upset. Her daughter had told her that a teacher cried with her and mentioned calling the school. [REDACTED] told my secretary that she was on her way to the school.

I called Mrs. Bowman to let her know about the phone message and to possibly let Mr. Rehmer know.

[REDACTED] arrived around 1:00 PM and met with Mrs. Bowman and me. She briefly discussed the phone call and expressed her concerns about the culture of grooming at SHS, starting at Delaura Middle School. She also shared her worries about her daughter being targeted due to her political ties. She reiterated wanting our support. [REDACTED] requested that a staff member speak with [REDACTED] when she is upset to discuss her future.

We developed a plan to provide [REDACTED] with a student mentor and plan to arrange a meeting to help her sign up for nursing at EFSC. Additionally, we discussed possibly connecting her with one of my leadership students who is involved in sports and attends a local church that many of our students go to. As part of the plan, I also committed to building a positive relationship with [REDACTED].

Right after our meeting with [REDACTED] Ms. Saxenmeyer let me know the meeting with Mrs. Calhoun was changed to Thursday at ESF. I had a reappointment meeting scheduled with Mrs. Calhoun at the end of the day so I told Ms. Saxenmeyer I would provide the letter to Mrs. Calhoun at that meeting.

After dismissal, Mrs. Calhoun arrived for her meeting and asked if it was solely about her reappointment, stating she wouldn't discuss anything else without representation. I confirmed this but mentioned that I needed to give her a predetermination letter. During the meeting, she asked if she had to sign the letter, and I assured her that I would simply note her refusal to sign.

Mrs. Calhoun then expressed her confusion regarding the policy, noting that it hadn't been discussed since Mr. Pruett's time at Satellite High School. She also mentioned the confusion with Focus nicknames and emphasized that her actions were neither intentional nor malicious.

On the evening of Wednesday, March 12, 2025, Mr. Susin called to check in. I updated him on our status (he was already aware of my teacher's use of the nickname) and explained that my teacher's actions were not intentional. I emphasized that she is a good teacher and asked him to consider the policy change that occurred within the four years this student has been in her class. I admitted that I had not provided a refresher on this policy to my teachers and acknowledged that my worry influenced my message to Mrs. Bowman.

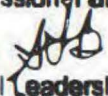
I reiterated that as a leader, it is my responsibility to ensure strong instruction, student learning, and to support my teachers with all aspects of instruction, policy, and procedure. I asked him to consider my oversight in reminding the staff about the policy. I highlighted that Mrs. Calhoun is a highly effective teacher who demonstrates exceptional clarity and instruction. Her students

consistently show learning gains and success, both in high school and post-secondary education. I assured him that she understands the policy and that we will address any questions related to Focus and the policy.


Courtney Lundy

Memorandum

To: Jackie Saxenmeyer
Manager, Professional Standards

From: Sherri Bowman 
Director, School Leadership

Date: March 14, 2025

Subject: Satellite High School Investigation Timeline

My role in this incident was to support Ms. Lundy. I did not speak to any of the teachers and everything I am reporting is secondhand information given to me by Ms. Lundy.

March 6, 2025 I received a phone call from Courtney Lundy, principal of Satellite High School, letting me know:

- She received a phone call from Matt Susin asking her to speak to a mother of one of her students who was upset because she was told that teachers were calling her female student [REDACTED]
- Courtney called the mother, [REDACTED], and spoke to her and let her know that she would investigate.
- She also stated that she would call Ms. Browning about the investigation.

March 10, 2025 I went to Satellite High School to walk in math classes but when I walked in Ms. Lundy stated that she was in the middle of investigating the [REDACTED] case. I asked her who she had spoken to and what she found out. She stated:

- The student only has four teachers on campus (four first semester but only three second semester). She was in Eastern Florida classes otherwise.
- The first teacher she spoke to was Ms. Calhoun. Ms. Calhoun stated that yes, she had been calling [REDACTED] daughter [REDACTED]. She stated that she had been calling her [REDACTED] for years. She admitted that she does know about the policy.
- The second teacher she spoke to was Ms. Clapper. Ms. Clapper does not call the student [REDACTED]. But the student does put [REDACTED] as her name on the papers that she turns in. The teacher has not stopped her from putting the name [REDACTED] on her papers. She felt like the policy had to do with what the teacher called students not what students called themselves.
- The third teacher she spoke to was Ms. Velez. Ms. Velez does not call the student [REDACTED]. The student asked to be called [REDACTED] at the beginning of the school year, and she asked her if she had a form. The student said no so Ms. Velez told her she could not call her [REDACTED].

Ms. Lundy was not speaking to the fourth teacher until seventh period. So I went next-door to DeLaura to walk in math classes, but I came back to find out the results.

- The fourth teacher, Mr. Mirling, had the student last semester and no longer has her. He stated that he would never call a female student by a male name.

Ms. Lundy stated that Ms. Browning told her she needed to get student statements in the classes that the teachers claimed not to call the student [REDACTED] and she would start doing that tomorrow.

Sherri L. Bowman, Director
School Leadership
Phone: (321) 633-1000, ext. 11331

March 11, 2025

I received a call from Ms. Lundy that [REDACTED] was on her way to Satellite High School and she was very upset. I went to Satellite High School to meet with Ms. Lundy and [REDACTED].

The conversation was centered around [REDACTED] asking for Ms. Lundy's help. She stated:

- She had spoken to Mr. Trent and knew that one of the teachers had admitted calling her daughter [REDACTED] but she did not know which one. She further stated that one of the teachers cried with her daughter yesterday because of her mother's concerns. She felt this was going to cause a breakdown in the communication between [REDACTED] and her daughter. [REDACTED] asked Ms. Lundy to investigate which teacher that was. Ms. Lundy said that she would.
- [REDACTED] stated that her daughter is on a website and was being groomed to be transgender. But she was very firm that her daughter is a girl, and she needed the school's assistance in helping her daughter.
- [REDACTED] asked if there was a counselor who could talk to her daughter about starting college at Eastern Florida this summer. Ms. Lundy said she would make sure that happened. There was a good conversation about [REDACTED] wanting to be a nurse and if she could just start college [REDACTED] felt that she could get her self-confidence back.
- [REDACTED] asked if there were any students Ms. Lundy thought she could help her daughter make friends with. Ms. Lundy stated that there were some students in her Leadership Class that she could try to arrange a meeting with. [REDACTED] was very pleased that Ms. Lundy was willing to try to arrange some peer interaction.
- [REDACTED] ended the meeting by thanking Ms. Lundy for talking to her and being willing to help her.



Outlook

Letter of support for Mrs. Calhoun

From Jill Miller <jwmiller76@hotmail.com>

Date Wed 3/12/2025 10:14 AM

To Lundy.Courtney@Satellite High <Lundy.Courtney@Brevardschools.org>

You don't often get email from jwmiller76@hotmail.com. [Learn why this is important](#)

Caution: This email originated from outside of Brevard Public Schools. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mrs. Lundy,

I am writing to you in support of one of [REDACTED] teachers, Mrs. Calhoun. She has been one of the most positive forces in [REDACTED] life for the past four years. Her knowledge and love for literature along with her deep commitment to her students can only be described as exemplary. To lose her as a teacher at Satellite High School would be a tragedy and a real loss for your students. As the parent of a child who has excelled under Mrs. Calhoun's leadership and mentorship, I can say that it would be an immense disappointment if she were to leave the school. She is an asset to Satellite High School. I hope you take my comments to heart. I also hope that you and the rest of the Satellite High School administration can keep things in perspective considering her admirable record, commitment to teaching and to her students. I have been a very proud parent of 2 wonderful students at your school and appreciate all that the school has done for us. Satellite High School has really set up both of my daughters for success. I thank you for your time and consideration of my concerns.

Sincerely,

Jill Miller

[REDACTED]

teachers I've ever had at Satellite. Not only is she a great teacher - she's compassionate, kind, and always inclusive. She works hard to ensure every one of her students is set up for success and that her classroom is a safe environment where we feel comfortable being ourselves, without the fear of judgement.

I don't know the full details of the situation but in my three years of having Mrs. Calhoun as a teacher I have never once heard her impose her views on another student or even bring them up in class. Regarding the recent situation, Mrs. Calhoun has referred to the student by their last name, or the name they've asked all their teachers and classmates to use. Never once has Mrs. Calhoun used pronouns when referring to that student to avoid making that student feel uncomfortable and to abide by the rules.

I hope that a school that claims to value "intellectual curiosity, character development, and life-long learning" would never shame a student for simply being themselves, or shame a teacher for creating a safe and inclusive environment at school. It's really upsetting to see how our school has reacted to this situation, and I really hope our school can be a safe space where all students are respected. The teachers at Satellite are the reason that I come to school everyday excited to learn and they are the reason I have been able to be so successful during my time in high school. We are incredibly lucky to have teachers like Mrs. Calhoun at Satellite and I cannot imagine a school without her.

I hope my opinion is heard and valuable. I take pride in being a Satellite Scorpion and I hope I can continue to

Thank You,

Dean's Office Statement Form

Student making the report: _____

Date reported: 3/11/2025

The event I am writing about:

Date it happened: _____ Time: _____ Location: _____

Please tell what happened, who was involved, where it occurred, how you know about it, and if you know why it happened. Be sure you are writing the truth. Please sign at the end of your statement.

In 3rd period english with Mrs. Calhoun there is a student that has a different preferred name like a nickname. The student prefer to be called _____ which I have heard her say because that is what the student has asked to be called but she has called that student _____ as well because that is the student's last name and I have heard it used on multiple occasions. ~~also~~ It is also what some of the students call that individual as well.

The information above is an honest report. Student Signature: _____

Action taken by administrator or designee:

1. _____
2. _____
3. _____
4. _____

Parents notified:

Signature: _____

Date: 3/11/2025

Courtney Lundy, Principal
Mark J. Rendell, Ed.D., Superintendent
Phone: (321) 779-2000 • FAX: (321) 773-0703

Dean's Office Statement Form

Student making the report: [REDACTED] Date reported: March 11

The event I am writing about:

Date It happened: _____ Time: _____ Location: _____

Please tell what happened, who was involved, where it occurred, how you know about it, and if you know why it happened. Be sure you are writing the truth. Please sign at the end of your statement.

In my 3rd period class, everybody calls [REDACTED] by his name, [REDACTED] including the teacher. Nobody has ever brought up a different name for him for me.

The information above is an honest report. Student Signature: [REDACTED]

Action taken by administrator or designee:

1. _____
2. _____
3. _____
4. _____

Parents notified: _____

Signature: _____ Date: _____

Courtney Lundy, Principal
Mark J. Randall, Ed.D., Superintendent
Phone: (321) 779-2000 • FAX: (321) 773-0703

Dean's Office Statement Form

Student making the report: _____

Date reported: 3-11-2025

The event I am writing about:

Date it happened: _____ Time: _____ Location: _____

Please tell what happened, who was involved, where it occurred, how you know about it, and if you know why it happened. Be sure you are writing the truth. Please sign at the end of your statement.

In my 3rd period class I heard Mrs. Johnson call a student _____

The information above is an honest report. Student Signature: _____

Action taken by administrator or designee:

1. _____
2. _____
3. _____
4. _____

Parents notified: _____

Signature: _____ Date: _____

Courtney Landy, Principal
Mark J. Rendell, Ed.D., Superintendent
Phone: (321) 779-2000 • FAX: (321) 773-0703

Dean's Office Statement Form

Student making the report: _____

Date reported: 3/11/2025

The event I am writing about:

Date it happened: _____ Time: _____ Location: _____

Please tell what happened, who was involved, where it occurred, how you know about it, and if you know why it happened. Be sure you are writing the truth. Please sign at the end of your statement.

I am in Mrs. Calhoun 3rd period AP Lit class
and I am unaware of Mrs. Calhoun calling a student
by a different name that is not the student's government
name or official nickname.

The information above is an honest report. Student Signature: _____

Action taken by administrator or designee:

1. _____
2. _____
3. _____
4. _____

Parents notified: _____

Signature: _____ Date: _____

Courtney Landry, Principal
Mark J. Randall, Ed.D., Superintendent
Phone: (321) 779-2000 • FAX: (321) 773-0703

Statement: Teacher Meeting regarding Policy-State Rule 6A-1.0955 and Parent Bill of Right HB 1069- Nicknames

March 11, 2025- Meeting with Mrs. Calhoun

At around 8:15 AM on Monday, March 11, 2025, Mrs. Calhoun approached me at OPENGATE in response to my email requesting a meeting during her planning period or lunch, whichever was more convenient. We walked to my office, where I informed her about a parent's concern regarding [REDACTED] being referred to as [REDACTED]. I asked if she had been using the name [REDACTED] instead of [REDACTED].

Mrs. Calhoun confirmed that she had called [REDACTED] in the past and possibly currently, explaining that she had taught [REDACTED] for several years and had used the name [REDACTED] before the policy change. She mentioned that she couldn't recall exactly when or how often she used the name [REDACTED], as it was confusing due to her long-term relationship with [REDACTED]. Her primary focus has always been on her instruction and her students' learning. Additionally, she noted that students in the hallway often use the name [REDACTED].

When I asked if she was aware of the policy change, Mrs. Calhoun said she was, but she found it unclear where to find nicknames in FOCUS. I then showed her where to locate approved nicknames in the system, which had not been explained to her before this meeting. Mrs. Calhoun expressed that this situation might be challenging for her, may be the hill she falls on, and emphasized that she was not intentionally being malicious or breaking the policy. She is dedicated to creating a successful AP classroom. Again reiterating, she was not intentionally trying to break the policy.

I asked if she had ever discussed transitioning with [REDACTED], and Mrs. Calhoun firmly stated that she had not. She reiterated that her focus is on teaching AP English and fostering a successful learning environment. Based on my observations through walkthroughs, evaluations, professional development sessions, and test scores, I can attest that Mrs. Calhoun is a highly effective teacher who goes above and beyond for her students' learning and success.

Reflecting on this meeting, I believe Mrs. Calhoun's primary focus is on her instruction, and any use of the name [REDACTED] was unintentional and due to previous years' habits. Additionally, I do not recall reviewing the policy and procedures this school year to ensure my staff is aware of the names being used or how to see the nicknames in FOCUS.

Courtney Lundy 3/12/25
Courtney Lundy, Principal

CORRESPONDENCE

Browning.Rosemary@Labor Relations

From: Unterhorst.Wendy@Labor Relations
Sent: Thursday, April 10, 2025 1:40 PM
To: Saxenmeyer.Jacqueline@Labor Relations
Cc: Browning.Rosemary@Labor Relations
Subject: FW: Gender Affirming

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Jackie

As mentioned, Mr. Dufrain said I can forward the email to you and you can include it in your investigation. If you have any questions, he said you can contact him.

Thanks

Wendy Unterhorst

Administrative Secretary to
Ms. Rosemary Browning, Director
Professional Standards & Labor Relations
(321) 633-1000 Ext. 11265

From: Gibbs.Paul@General Counsel <Gibbs.Paul@Brevardschools.org>
Sent: Thursday, April 10, 2025 12:59 PM
To: Unterhorst.Wendy@Labor Relations <Unterhorst.Wendy@Brevardschools.org>
Subject: FW: Gender Affirming

Good Afternoon Wendy,

Here is the email I was referencing. The Board shared it with me, Dr. Rendell, and Mr. Dufrain. They are likely looking at it.

If you have any questions feel free to reach out.

Have a great day.

Paul Gibbs

From: Rendell.Mark@Superintendents Office <Rendell.Mark@Brevardschools.org>
Sent: Monday, April 7, 2025 1:54 PM
To: Campbell.Katye@School Board <Campbell.Katye@Brevardschools.org>
Cc: Dufrain.Ryan@Human Resources Services <Dufrain.Ryan@Brevardschools.org>; Gibbs.Paul@General Counsel <Gibbs.Paul@Brevardschools.org>
Subject: RE: Gender Affirming

Thank you. We will follow up with [REDACTED] later this week.



Mark J. Rendell
Superintendent
Brevard Public Schools
(321) 633-1000 ext. 11570
www.brevardschools.org/

Rendell.Mark@brevardschools.org



From: Campbell.Katye@School Board <Campbell.Katye@Brevardschools.org>
Sent: Monday, April 7, 2025 1:32 PM
To: Rendell.Mark@Superintendents Office <Rendell.Mark@Brevardschools.org>
Cc: Dufrein.Ryan@Human Resources Services <Dufrein.Ryan@Brevardschools.org>; Gibbs.Paul@General Counsel <Gibbs.Paul@Brevardschools.org>
Subject: FW: Gender Affirming

FYI

Katye Campbell
District 5 School Board Member
Brevard Public Schools
321-271-9946

From: [REDACTED]
Sent: Thursday, April 3, 2025 1:37 PM
To: Wright.Megan@School Board <Wright.Megan@Brevardschools.org>; Trent.Gene@School Board <Trent.Gene@Brevardschools.org>; Susin.Matthew@School Board <Susin.Matthew@Brevardschools.org>; Lundy.Courtney@Satellite High <Lundy.Courtney@Brevardschools.org>; Thomas.John@School Board <Thomas.John@Brevardschools.org>; Campbell.Katye@School Board <Campbell.Katye@Brevardschools.org>
Subject: Gender Affirming

Caution: This email originated from outside of Brevard Public Schools. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear School Board,

I have schoolwork from several teachers last year and this year gender affirming my daughter - so the question is why was I not informed by school (or teachers) at any time in the past 2 years of the gender affirming when this was unlawful? What is the consequence for these teacher on violation of the law? Sending a strong message is imperative to stopping the culture.

I met with Ms. Lundy on April 1st at 9 am and presented considerable schoolwork with [REDACTED] which is graded by the teachers. Her name is [REDACTED] not [REDACTED]. At no time did I give permission for any name other than her given name of [REDACTED]. When my daughter informed me on March 5th, 2025 that she was trans and that her teachers call her [REDACTED] and [REDACTED].

Having gone through my daughter [REDACTED] schoolwork, the gender affirming her as a [REDACTED] and [REDACTED] began with Ms. Carter in 2021/22 school year. The gender affirming by her teachers has persisted up to March 5th when I informed some of you of the concerns with gender affirmation - despite it being unlawful since July 2023. At the end of grade 9, I attended an open house and had serious concerns about having my daughter attend SHS for grade 10 after touring the art teachers classes (husband and wife). With the concerns with homework proving gender affirmation, Webelect shows that he is a super voter Dem.

She brought home a trans flag and hung it in the door (shortly after returning to school as was homeschooled) because she felt sorry for them and the suicide and depression - and when I took it down she said her teacher said I would do that. I had been informed by my daughter in grade 9 that the art class handed out pride sunglasses (I have Ms. Lundy a pair in our meeting). After seeing homework, my mom gut feeling was right. You can change policy and even the law, but if you don't change the culture the problem persists. Our kids are being indoctrinated in school.

And I believe my daughter was a targeted at SHS because 1) I protested vaccine mandates; 2) I was at Brevard State Delegation asking them to push back on gov overreach on vaccine mandates; 3) Gave \$100 to Randy Fine campaign and visible at fundraiser 4) was pictured with M4L at Constitution dinner.

1. This is a formal request for an investigation of all teachers, since it became unlawful since July 2023 to gender affirm.
2. I am making the request for school to have Erika Orriss provide [REDACTED] counselling for the remainder of the year - which does not give us but a few weeks.
3. Request that you have my daughter questioned as well, and ask to see her backpack and look at her schoolwork as part of the investigation. i.e. Clapper, whom [REDACTED] told me called her [REDACTED]; clearly shows that homework graded by [REDACTED] has [REDACTED] on it.
4. Request school board establish policy for teachers to notify Administration in writing should a student write a gender affirming name on homework or any other gender affirmation; and policy for written and verbal notification to the parent of the child.
- B) Establish consequences for teachers not complying with the policy; and policy for teachers gender affirming students without parental consent.
5. With parental rights, give parents access to graduation tickets online through Focus - since multiple parents are being denied access to graduation for their kids at SHS.
6. Appreciate getting [REDACTED] signed up for classes at EFSC as soon as possible.
7. If any of you have any connections to get her a paid internship in a medical office this summer I would be hugely appreciative - get her away from certain influences in current job and see the world view would give her new perspective. Her job future right now is best way to reach her for any possibility for de-transitioning her.
8. Perhaps, there is more you all can do with the student grooming with special needs. [REDACTED] is gifted and was socially awkward - the rate of trans in gifted and autistic is statistically higher because IMO of the social awkward. IMO it makes them easy targets for grooming by these kids. Perhaps some changes

to Gifted and ESE programs to protect these kids. And counselling for kids you see at risk. We have to fight back on their agenda.

9. Block discord and other social media sites from being accessed on the

I have 2 months until [REDACTED] is 18 yo - and in my opinion I am concerned I have lost my daughter. I am bitter. I hope and pray this comes right with time before bodily harm is done to herself with hormones.

And lastly, please send an email on strengthen Parental rights bill to

Chuck.Brannan@flhouse.gov

"Urging your office to add HB1505 bill to the House Judiciary Committee agenda for next week's Judiciary Committee meeting.

I fully support this bill to strengthen and protect our parental rights further. I urge you to do all he can to ensure HB 1505 is heard in the House Judiciary Committee next week. I will be calling back to confirm a hearing date.

Thank you all for all you do and I trust will be step up on this issue! Maybe through what has happened to my daughter, you can make changes you can save some children.

Sincerely,

[REDACTED]

Browning.Rosemary@Labor Relations

From: Forschino.Todd@Government Community Relations
Sent: Thursday, April 10, 2025 7:35 AM
To: Browning.Rosemary@Labor Relations
Subject: FW: Support for Non-Renewal of Contract

Rosemary,
This came in through the CSC email.

Linda Piccolella



TODD *Forschino*
GOVERNMENT COMMUNITY RELATIONS

Customer Service
Educational Services Facilities
321-633-1000 extension 11578
Hours: Mon.-Fri. 7:00 A.M. to 3:30 P.M.

From: miamifinsno1@yahoo.com <miamifinsno1@yahoo.com>
Sent: Wednesday, April 9, 2025 6:38 PM
To: CSC <CSC@Brevardschools.org>
Subject: Support for Non Renewal of Contract

You don't often get email from miamifinsno1@yahoo.com. [Learn why this is important](#)

Caution: This email originated from outside of Brevard Public Schools. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

I know there are people clamoring to have Melissa Calhoun reinstated, but know that there are also MANY of us who do not approve of a teacher overriding or disrespecting a parent's wish in regards to their child's name/pronouns and how they are being raised, etc.

The article I read stated Calhoun was aware she was not supposed to be using a different name or pronoun, which tells me of her defiance and her lack of concern for the parent's wishes.

It is an unfortunate situation, but I fully support the school board's decision to not renew her contract. Hopefully this situation that has now gained national attention will serve as a reminder to all teachers that they are there to TEACH the material, not indoctrinate.

Thanks for your time,
-Steve

Sent from my iPhone

I met with Ms. Lundy on April 1st at 9 am and presented considerable schoolwork with [REDACTED] which is graded by the teachers. Her name is [REDACTED] not [REDACTED]. At no time did I give permission for any name other than her given name of [REDACTED]. When my daughter informed me on March 5th, 2025 that she was trans and that her teachers call her [REDACTED] and he/him.

Having gone through my daughter, [REDACTED] schoolwork, the gender affirming her as a he/him and [REDACTED] began with Ms. Carter in 2021/22 school year. The gender affirming by her teachers has persisted up to March 5th when I informed some of you of the concerns with gender affirmation - despite it being unlawful since July 2023. At the end of grade 9, I attended an open house and had serious concerns about having my daughter attend SHS for grade 10 after touring the art teachers classes (husband and wife). With the concerns with homework proving gender affirmation, Webelect shows that he is a super voter Dem.

She brought home a trans flag and hung it in the door (shortly after returning to school as was homeschooled) because she felt sorry for them and the suicide and depression - and when I took it down she said her teacher said I would do that. I had been informed by my daughter in grade 9 that the art class handed out pride sunglasses (I have Ms. Lundy a pair in our meeting). After seeing homework, my mom gut feeling was right. You can change policy and even the law, but if you don't change the culture the problem persists. Our kids are being indoctrinated in school.

And I believe my daughter was a targeted at SHS because 1) I protested vaccine mandates; 2) I was at Brevard State Delegation asking them to push back on gov overreach on vaccine mandates; 3) Gave \$100 to Randy Fine campaign and visible at fundraiser 4) was pictured with M4L at Constitution dinner.

1. This is a formal request for an investigation of all teachers, since it became unlawful since July 2023 to gender affirm.
2. I am making the request for school to have Erika Orriss provide [REDACTED] counselling for the remainder of the year - which does not give us but a few weeks.
3. Request that you have my daughter questioned as well, and ask to see her backpack and look at her schoolwork as part of the investigation. i.e. Clapper, whom [REDACTED] told me called her [REDACTED]; clearly shows that homework graded by Clapper has [REDACTED] on it.
4. Request school board establish policy for teachers to notify Administration in writing should a student write a gender affirming name on homework or any other gender affirmation; and policy for written and verbal notification to the parent of the child.
- B) Establish consequences for teachers not complying with the policy; and policy for teachers gender affirming students without parental consent.
5. With parental rights, give parents access to graduation tickets online through Focus - since multiple parents are being denied access to graduation for their kids at SHS.
6. Appreciate getting [REDACTED] signed up for classes at EFSC as soon as possible.
7. If any of you have any connections to get her a paid internship in a medical office this summer I would be hugely appreciative get her away from certain influences in current job and see the world view would give her new perspective. Her job future right now is best way to reach her for any possibility for de transitioning her.
8. Perhaps, there is more you all can do with the student grooming with special needs. [REDACTED] is gifted and was socially awkward - the rate of trans in gifted and autistic is statistically higher because IMO of the social awkward. IMO it makes them easy targets for grooming by these kids. Perhaps some changes

to Gifted and ESE programs to protect these kids. And counselling for kids you see at risk. We have to fight back on their agenda.

9. Block discord and other social media sites from being accessed on the

I have 2 months until [REDACTED] is 18 yo and in my opinion I am concerned I have lost my daughter. I am bitter. I hope and pray this comes right with time before bodily harm is done to herself with hormones.

And lastly, please send an email on strengthen Parental rights bill to

Chuck.Brannan@flhouse.gov

"Urging your office to add HB1505 bill to the House Judiciary Committee agenda for next week's Judiciary Committee meeting.

I fully support this bill to strengthen and protect our parental rights further. I urge you to do all he can to ensure HB 1505 is heard in the House Judiciary Committee next week. I will be calling back to confirm a hearing date.

Thank you all for all you do and I trust will be step up on this issue! Maybe through what has happened to my daughter, you can make changes you can save some children.

Sincerely,

[REDACTED]

Browning.Rosemary@Labor Relations

From: Nikki Lally <hip.diva.chick@gmail.com>
Sent: Thursday, April 10, 2025 8:46 AM
To: Susin.Mathew@brevardschools.org; Campbell.Katie@School Board;
Subject: Browning.Rosemary@Labor Relations
Melissa Calhoun

Some people who received this message don't often get email from hip.diva.chick@gmail.com. [Learn why this is important](#)

Caution: This email originated from outside of Brevard Public Schools. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

I thought I had seen it all when I left Brevard County but once again, the stupidity levels of blindly following "rules" rears its ugly head.

Congratulations on being a laughing stock.

Whatever happened to the ideology of making a child feel safe, especially when away from home and parents.

Congratulations on failing. Have you ever considered that this child felt safe enough in Melissa Calhoun's classroom to request a name that made them feel good? Away from their <possibly prejudiced> parents?

Shame on you,

My nieces and nephew went to Satellite High School and ALL of them requested to be called by a different name than what was on their birth certificate. And all of them grew up to be happy, healthy and successful.

I also place blame on the parents. For obviously, the sense of entitlement they felt justified to use to make sure that it was their way AND they could get someone punished. Wow...sounds like a "Karen".

Congratulations! All of the Satellite High School Administration, Brevard County School Board, and anyone else the masses can think of are having their information uploaded to the internet.

Please reinstate Melissa Calhoun, a great teacher who shares her love of teaching with her students.

Sincerely,
Nikki Lally

PS: The contradiction is right on your website.

The National Board of Health Care Professions (NBHCP) is the national body for the regulation of health care professions in the United Kingdom. It is a non-departmental public body, established in 2001, and is part of the Department of Health. The NBHCP is responsible for setting standards for the health care professions, and for ensuring that these standards are met. It is also responsible for the regulation of the health care professions, and for ensuring that these professions are fit to practice. The NBHCP is a body of independent experts, and is not part of the civil service. It is funded by the Department of Health, and is accountable to the Secretary of State for Health. The NBHCP is a body of independent experts, and is not part of the civil service. It is funded by the Department of Health, and is accountable to the Secretary of State for Health. The NBHCP is a body of independent experts, and is not part of the civil service. It is funded by the Department of Health, and is accountable to the Secretary of State for Health.

Unterhorst.Wendy@Labor Relations

From: Gibbs.Paul@General Counsel
Sent: Thursday, April 10, 2025 12:59 PM
To: Unterhorst.Wendy@Labor Relations
Subject: FW: Gender Affirming

Good Afternoon Wendy,

Here is the email I was referencing. The Board shared it with me, Dr. Rendell, and Mr. Dufrain. They are likely looking at it.

If you have any questions feel free to reach out.

Have a great day.

Paul Gibbs

From: Rendell.Mark@Superintendents Office <Rendell.Mark@Brevardschools.org>
Sent: Monday, April 7, 2025 1:54 PM
To: Campbell.Katie@School Board <Campbell.Katie@Brevardschools.org>
Cc: Dufrain.Ryan@Human Resources Services <Dufrain.Ryan@Brevardschools.org>; Gibbs.Paul@General Counsel <Gibbs.Paul@Brevardschools.org>
Subject: RE: Gender Affirming



Thank you. We will follow up with [REDACTED] later this week.

Mark J. Rendell
Superintendent
Brevard Public Schools

(321) 633-1000 ext. 11570

www.brevardschools.org/

Rendell.Mark@brevardschools.org



From: [Campbell.Katie@School Board](mailto:Campbell.Katie@SchoolBoard) <Campbell.Katie@Brevardschools.org>
Sent: Monday, April 7, 2025 1:32 PM
To: [Rendell.Mark@Superintendents Office](mailto:Rendell.Mark@SuperintendentsOffice) <Rendell.Mark@Brevardschools.org>
Cc: [Dufrain.Ryan@Human Resources Services](mailto:Dufrain.Ryan@HumanResourcesServices) <Dufrain.Ryan@Brevardschools.org>; [Gibbs.Paul@General Counsel](mailto:Gibbs.Paul@GeneralCounsel) <Gibbs.Paul@Brevardschools.org>
Subject: FW: Gender Affirming

FYI

Katy Campbell
District 5 School Board Member
Brevard Public Schools
321-271-9946

From: [REDACTED]

Sent: Thursday, April 3, 2025 1:37 PM

To: Wright.Megan@SchoolBoard.org <Wright.Megan@Brevardschools.org>; Trent.Gene@SchoolBoard.org <Trent.Gene@Brevardschools.org>; Susin.Matthew@SchoolBoard.org <Susin.Matthew@Brevardschools.org>; Lundy.Courtney@SatelliteHigh.org <Lundy.Courtney@Brevardschools.org>; Thomas.John@SchoolBoard.org <Thomas.John@Brevardschools.org>; Campbell.Katy@SchoolBoard.org <Campbell.Katy@Brevardschools.org>
Subject: Gender Affirming

Caution: This email originated from outside of Brevard Public Schools. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear School Board,

I have schoolwork from several teachers last year and this year gender affirming my daughter - so the question is why was I not informed by school (or teachers) at any time in the past 2 years of the gender affirming when this was unlawful? What is the consequence for these teacher on violation of the law? Sending a strong message is imperative to stopping the culture.

I met with Ms. Lundy on April 1st at 9 am and presented considerable schoolwork with [REDACTED] which is graded by the teachers. Her name is [REDACTED] not [REDACTED]. At no time did I give permission for any name other than her given name of [REDACTED]. When my daughter informed me on March 5th, 2025 that she was trans and that her teachers call her [REDACTED] and he/him.

Having gone through my daughter, [REDACTED] schoolwork, the gender affirming her as a he/him and [REDACTED] began with Ms. Carter in 2021/22 school year. The gender affirming by her teachers has persisted up to March 5th when I informed some of you of the concerns with gender affirmation - despite it being unlawful since July 2023. At the end of grade 9, I attended an open house and had serious concerns about having my daughter attend SHS for grade 10 after touring the art teachers classes (husband and wife). With the concerns with homework proving gender affirmation, Webelect shows that he is a super voter Dem.

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And lastly, please send an email on strengthen Parental rights bill to

Chuck.Brannan@flhouse.gov

"Urging your office to add HB1505 bill to the House Judiciary Committee agenda for next week's Judiciary Committee meeting.

I fully support this bill to strengthen and protect our parental rights further. I urge you to do all he can to ensure HB 1505 is heard in the House Judiciary Committee next week. I will be calling back to confirm a hearing date.

Thank you all for all you do and I trust will be step up on this issue! Maybe through what has happened to my daughter, you can make changes you can save some children.

Sincerely,

Saxenmeyer.Jacqueline@Labor Relations

From: Saxenmeyer.Jacqueline@Labor Relations
Sent: Wednesday, March 26, 2025 1:37 PM
To: Armstrong.Justin@Systems of Support; Jenkins.Jayna@Psychological Services
Subject: RE: voicemail

Good afternoon,
Thank you both for your assistance and for sending me this information. I will make sure to consult with Legal Services for further guidance.

Thank you,

Jacqueline Saxenmeyer
Manager, Professional Standards
Professional Standards and Labor Relations
Brevard County Public Schools
2700 Judge Fran Jamieson Way
Viera, Florida 32940
321-633-1000, ext. 11253



From: Armstrong.Justin@Systems of Support <Armstrong.Justin@Brevardschools.org>
Sent: Wednesday, March 26, 2025 1:29 PM
To: Jenkins.Jayna@Psychological Services <Jenkins.Jayna@Brevardschools.org>; Saxenmeyer.Jacqueline@Labor Relations <Saxenmeyer.J@Brevardschools.org>
Subject: Re: voicemail

Good Afternoon,

There are existing codes in the Code of Student Conduct that schools may potentially use regarding this.

False Reporting (113): intentionally providing false or misleading information to or withholding valid information.

Willful Disobedience/Insubordination (103): the refusal or failure to follow a direction or order from a School Board staff member, bus driver, or any other adult in authority at school; this may include failure to identify one's self. Examples include:

- Student refuses to provide name or identification when prompted.
- Student entering a bathroom or changing room not correlating with their biological sex at birth.
- Student refuses to comply when being redirected.

- Multiple incidents of refusal to comply to staff direction.

I would suggest reaching out to Legal though for their opinion regarding the use of these and this matter.

Justin Armstrong

Director, Systems of Support

Brevard Public Schools

321-633-1000 ext.11565

Fax: 321-631-3589

Courier: ESF, POD 5 Room 513H

Armstrong.Justin@Brevardschools.org



From: Jenkins.Jayna@Psychological Services <Jenkins.Jayna@Brevardschools.org>

Sent: Wednesday, March 26, 2025 12:56 PM

To: Saxenmeyer.Jacqueline@Labor Relations <Saxenmeyer.J@Brevardschools.org>; Armstrong.Justin@Systems of Support <Armstrong.Justin@Brevardschools.org>

Subject: RE: voicemail

This is a good question ... I don't know if this would be like not completing any other classroom procedure – or – if it goes deeper into misrepresenting themselves – or if it goes against the statute regarding names.

Justin, is there anything in the student code of conduct about students refusing to use their legal name or approved nickname on papers?

Connecting Is Protecting – Build Relationships and Keep Our Schools Safe!

Dr. Jayna Jenkins

Director, District Threat Management and Mental Health

Dept. of Psychological and Mental Health Services

<https://www.brevardschools.org/o/bps/page/psy>

District Purple Star Counsel Coordinator <https://www.brevardschools.org/o/bps/page/purple-star>

Brevard Public Schools
2700 Judge Fran Jamieson Way
Viera, FL 32940
321-633-1000 Ext. 11510
jenkins.jayna@brevardschools.org

Our Department Mission: To provide leadership for supporting the academic, social, emotional, behavioral, and physical development of all BPS students.

Every Student Matters, Every Moment Counts.



From: [Saxenmeyer Jacqueline@Labor Relations](mailto:Saxenmeyer.Jacqueline@Labor Relations) <Saxenmeyer.J@Brevardschools.org>
Sent: Wednesday, March 26, 2025 12:14 PM
To: Jenkins.Jayna@Psychological Services <Jenkins.Jayna@Brevardschools.org>
Subject: RE: voicemail

Good afternoon Dr. Jenkins,

I appreciate you following up with me. I am still currently investigating an incident involving the topic of student deviated names. The question has come up on how teachers/ faculty members should address students who have NOT received parent approval to be referred to by their preferred nickname and are writing their preferred name on school assignments and documents. If this becomes a continued issue with the student, does it become a behavioral problem? Thank you again for your help!

Thank you,

Jacqueline Saxenmeyer
Manager, Professional Standards
Professional Standards and Labor Relations
Brevard County Public Schools
2700 Judge Fran Jamieson Way
Viera, Florida 32940
321-633-1000, ext. 11253



From: Jenkins.Jayna@Psychological Services <Jenkins.Jayna@Brevardschools.org>
Sent: Wednesday, March 26, 2025 11:06 AM

To: Saxenmeyer.Jacqueline@LaborRelations.com <Saxenmeyer.J@Brevardschools.org>

Subject: voicemail

Hi Jackie,

I called you back the other day – but I just remembered again that we still have not connected. Please call me when you can – 11569 – I just don't want to get too far and not get with you on your question. TY

Connecting Is Protecting – Build Relationships and Keep Our Schools Safe!

Dr. Jayna Jenkins
Director, District Threat Management and Mental Health
Dept. of Psychological and Mental Health Services
<https://www.brevardschools.org/o/bps/page/psy>

District Purple Star Counsel Coordinator https://www.brevardschools.org/o/bps/page/purple_star

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jenkins.jayna@brevardschools.org

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Saxenmeyer.Jacqueline@Labor Relations

From: Saxenmeyer.Jacqueline@Labor Relations
Sent: Friday, March 14, 2025 3:18 PM
To: Calhoun.Melissa@Satellite High; Colucci, Anthony
Subject: RE: Meeting 3/24/25

Good afternoon Ms. Calhoun,
Thank you for confirming our meeting. I would recommend that you input your absence into Red Rover. I will also notify Ms. Lundy of our scheduled meeting.

Thank you,

Jacqueline Saxenmeyer

Manager, Professional Standards
Professional Standards and Labor Relations
Brevard County Public Schools
2700 Judge Fran Jamieson Way
Viera, Florida 32940
321-633-1000, ext. 11253



From: Calhoun.Melissa@Satellite High <Calhoun.Melissa@Brevardschools.org>
Sent: Friday, March 14, 2025 3:09 PM
To: Saxenmeyer.Jacqueline@Labor Relations <Saxenmeyer.J@Brevardschools.org>; Colucci, Anthony <Anthony.Colucci@floridaea.org>
Subject: Re: Meeting 3/24/25

Good afternoon Ms. Saxenmeyer,
I will be able to attend that meeting with Mr. Colucci. Should I input my absence into Red Rover now or will my school secretary be made aware of this and take care of the absence?

Melissa Calhoun

Satellite High School
(321) 779-2000 ext. 26599
AP Literature & Pre-AP English II
BETA Club Sponsor

"That is part of the beauty of all literature. You discover that your longings are universal longings, that you're not lonely and isolated from anyone. You belong." — F. Scott Fitzgerald

From: [Saxenmeyer.Jacqueline@Labor Relations <Saxenmeyer.J@Brevardschools.org>](mailto:Saxenmeyer.Jacqueline@LaborRelations.org)

Sent: Friday, March 14, 2025 2:58 PM

To: [Calhoun.Melissa@Satellite High <Calhoun.Melissa@Brevardschools.org>](mailto:Calhoun.Melissa@SatelliteHigh.org); Colucci, Anthony
<Anthony.Colucci@floridaea.org>

Subject: Meeting 3/24/25

Good afternoon Ms. Calhoun,

I spoke to Mr. Colucci by phone shortly after speaking with you today and we scheduled a follow up meeting for after spring break. The meeting is scheduled for Monday, 3/24/25 at 10:00 am within the Human Resources Department here at the District. If you have any questions or if you need to reschedule the meeting please contact me.

Thank you,

Jacqueline Saxenmeyer

Manager, Professional Standards

Professional Standards and Labor Relations

Brevard County Public Schools

2700 Judge Fran Jamieson Way

Viera, Florida 32940

321-633-1000, ext. 11253



Saxenmeyer.Jacqueline@Labor Relations

From: Saxenmeyer.Jacqueline@Labor Relations
Sent: Friday, March 14, 2025 3:13 PM
To: Bowman.Sherri@Office of Chief of Schools
Subject: RE: Satellite Investigation

Good afternoon Ms. Bowman,
Thank you very much for sending me your statement. Yes, if I could have the original statement that would be great. Thank you again for your time.

Thank you,

Jacqueline Saxenmeyer
Manager, Professional Standards
Professional Standards and Labor Relations
Brevard County Public Schools
2700 Judge Fran Jamieson Way
Viera, Florida 32940
321-633-1000, ext. 11253



From: Bowman.Sherri@Office of Chief of Schools <Bowman.Sherri@Brevardschools.org>
Sent: Friday, March 14, 2025 2:57 PM
To: Saxenmeyer.Jacqueline@Labor Relations <Saxenmeyer.J@Brevardschools.org>
Subject: Satellite Investigation

Here is my statement on the Satellite investigation. I have the original if you need it I can get it to you after spring break.

Sherri

Saxenmeyer.Jacqueline@Labor Relations

From: Lundy.Courtney@Satellite High
Sent: Wednesday, March 12, 2025 11:16 AM
To: Saxenmeyer.Jacqueline@Labor Relations
Subject: Fw: nicknames list

Please review the emails below. I will work on reviewing the law and addressing any questions, as there seems to be some confusion. I wanted to share this information as it relates to our current investigation.

Courtney Lundy
SHS Principal
321-779-2000

Sting 'em Scorps!

From: Bombriant.Kelly@Satellite High <Bombriant.Kelly@Brevardschools.org>
Sent: Wednesday, March 12, 2025 11:04 AM
To: Lundy.Courtney@Satellite High <Lundy.Courtney@Brevardschools.org>
Subject: Fw: nicknames list

I'm not sure if we should send out something to all about this since it's becoming a thing....

I don't mind responding to her if you'd rather I just do that...let me know.

From: Kingsley.Loren@Satellite High <Kingsley.Loren@Brevardschools.org>
Sent: Wednesday, March 12, 2025 9:25 AM
To: Bombriant.Kelly@Satellite High <Bombriant.Kelly@Brevardschools.org>
Subject: nicknames list

Hi Kelly,

If a student has a nickname as part of their Google Drive information, does that mean they have been approved to be called that name? What about Tim vs Timothy? Does that require a form? In the past I was told that if it is a portion of the legal name, we do not need the form (ex. Tim/Timothy or Mack/Mackenzie or Anthony Athen Karas using the middle name Athen as the primary name). There are rumors running rapid right now among adults on campus and I want to make sure I understand the requirements so that I am answering questions appropriately for my department members. Where do we access the approved nickname list? Do we have to look up each student individually in Focus on this screen below? Is this screen accurate? When I register my own children I can type in a nickname () - does that mean it is approved or do I still need to sign an additional form?

Focus Screen:

* First Name [REDACTED]
 Middle Name [REDACTED]
 * Last Name [REDACTED]
 Suffix [REDACTED]
 Student ID [REDACTED]
 * Birthdate [REDACTED]
 Local Student ID [REDACTED]
 AKA/Nickname [REDACTED]

Google Drive (hard to get a screen shot, but for [REDACTED] if you search her, it only comes up as [REDACTED]). The blue highlight is from Google itself. The green Google Sheet and Black folder files she named herself.

[REDACTED] X Modified Source Location Title only To

< 2 Annotated Bi... Task 2 IRR [REDACTED]

My students all have Google Folders holding all of their work in one place for me. If they choose to name that folder Tim instead of Timothy, do I need to ask them to change it? What if they use a different nickname that is not associated with their legal name on a file name?

Thank you,
Loren Marie Kingsley
 Satellite High School
 Science Department Chair
 AP Capstone and Science Research
 National Honor Society Sponsor
 Academic Team Sponsor

Saxenmeyer.Jacqueline@Labor Relations

From: Saxenmeyer.Jacqueline@Labor Relations
Sent: Tuesday, March 11, 2025 1:24 PM
To: Gibbs.Paul@General Counsel
Subject: Student Legal Name Deviation

Good afternoon Paul,

I am currently investigating a complaint that was received involving a teacher who has been referring to a student as their preferred name rather than their legal name. I was hoping you might be able to help assist me as I am working on compiling all relevant policies, procedures, and State laws. I have pulled HB 1069, F.S.1014.04 Parental Rights, and Florida Administrative Code 6A-1.0955 Education Records. I also found a copy of the BPS parent request form. I can't however find anything in Board Policy that addresses this. If you have any information I would greatly appreciate your assistance.

Thank you,

Jacqueline Saxenmeyer
Manager, Professional Standards
Professional Standards and Labor Relations
Brevard County Public Schools
2700 Judge Fran Jamieson Way
Viera, Florida 32940
321-633-1000, ext. 11253

**Brevard
Public
Schools**



Saxenmeyer.Jacqueline@Labor Relations

From: Gibbs.Paul@General Counsel
Sent: Tuesday, March 11, 2025 3:06 PM
To: Saxenmeyer.Jacqueline@Labor Relations
Subject: FW: Statutes and Form
Attachments: Fla. Stat. _ 1000.071 .Pdf; Legal Name_Nickname Form.pdf; 6A-1.0955_ F.A.C. .Pdf; 6A 10.081 F.A.C. .Pdf

Jackie I am forwarding this as it has a good explanation of the attachments. It is largely statutory and FAC covered, not policy covered.

Let me know if we need to talk.

Paul Gibbs

From: Gibbs.Paul@General Counsel
Sent: Monday, March 10, 2025 2:32 PM
To: Murnaghan.Janet@Government Community Relations <Murnaghan.Janet@BrevardSchools.org>
Subject: Statutes and Form

Good Afternoon Janet,

I have attached Florida Statute 1000.071 which is the primary prohibition. I have also attached 6A-10.081 which is the Florida Administrative Code provision governing certificated employees, specifically the rules of professional conduct of the education profession. To violate 10.081 means the state could potentially discipline your certificate to include suspending or revoking your license to educate students. I am also attaching the form the District created to comply with 6A-1.0955 (also attached) requiring adoption of a form for use of name other than the legal name of the child.

The highlights are still off when it downloads and prints. I'm not sure why it is moving the highlighting but that is beyond my control. They still work to direct your attention to the relevant areas of each document.

Let me know if you have any additional questions.

Have a great day.

Paul Gibbs

Paul Gibbs, Esq.
General Counsel
Office of Legal Services
Brevard County Public Schools
2700 Judge Fran Jamieson Way
Viera, Florida 32940-6601
O: (321) 633-1000 ext. 11438
E-mail: Gibbs.Paul@BrevardSchools.org

Saxenmeyer.Jacqueline@Labor Relations

From: Browning.Rosemary@Labor Relations
Sent: Monday, March 10, 2025 2:34 PM
To: Saxenmeyer.Jacqueline@Labor Relations
Subject: FW: Follow up- Investigation- Records Request

Thanks.

Rosemary Browning, Director
Professional Standards and Labor Relations
Brevard Public Schools
2700 Judge Fran Jamieson Way
Viera, FL 32940
(321) 633-1000 ext. 11265
Fax: (321) 636-3280



From: Lundy.Courtney@Satellite High <Lundy.Courtney@Brevardschools.org>
Sent: Friday, March 7, 2025 4:16 PM
To: s2sully@gmail.com
Cc: Christmas.Holly@Legal Services <Christmas.Holly@Brevardschools.org>; Browning.Rosemary@Labor Relations <Browning.Rosemary@Brevardschools.org>
Subject: Follow up- Investigation- Records Request

Good afternoon,

Thank you for reaching out to me yesterday. As discussed during our phone conversation, we will proceed with an investigation into your concerns. Additionally, I have included our records request contact (Holly Christmas) to obtain the necessary emails between teachers and Mrs. Jennifer Jenkins.

Thank you,

Courtney Lundy

SHS Principal

321-779-2000

MISCELLANEOUS DOCUMENTS

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



April 1, 2025

MEMORANDUM

TO: Melissa Calhoun
Teacher, Employee ID #10039769

FROM: Mark J. Rendell, Ed.D.
Superintendent

COPY

RE: Letter of Reprimand

This is an official Letter of Reprimand for your behavior which is considered unprofessional and in violation of **Florida State Statute 1000.071: Personal Titles and Pronouns**, "*It shall be the policy of every public K-12 education institution that is provided or authorized by the Constitution and laws of Florida that a person's sex is an immutable biological trait and that it is false to ascribe to a person a pronoun that does not correspond to such person's sex*", **Florida Administrative Code 6A-1.0955: Education Records**, specifically, "*Section (8) Each school board must adopt a policy for educational records which must include: (m) Provisions for parents to specify the use of any deviation from their child's legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate,*" **Brevard Public Schools Board Policy 3210: Standards of Ethical Conduct**, specifically, "*Employees shall not violate s. 1000.071, F.S., which relates to the use of personal titles and pronouns in education institutions*". Your behavior is also in violation of the Principles of Professional Conduct of the Education Profession in **Florida State Board Rule, 6A-10.081(2)(c)(4)**, which carries the same language as above.

On March 06, 2025, Ms. Courtney Lundy, the Principal of Satellite High School, received notification of a complaint filed by a concerned parent involving their student and currently assigned teachers. The parent informed the school administration of their student's desire to transition from the female to male gender and their concerns that school faculty members were influencing and grooming this behavior by referring to their student by the student's preferred male nickname. The parents further advised that they did not provide consent to have their child be referred to by any name other than the student's legal name. The school administration immediately began an investigation to address these reported concerns.

On March 10, 2025, during an informal meeting with Ms. Lundy you were asked whether you have been referring to the student involved by their preferred nickname. During this time, you admitted to Ms. Lundy that you have in fact been referring to the student involved by their preferred nickname during this current 2024-2025 school year and during previous school years while they have been attending your class. You informed Ms. Lundy that you were knowledgeable about the change in State law addressing student deviations of legal names and that you were aware that a parent consent form must be completed and approved by the principal.

On March 12, 2025, during a scheduled pre-determination meeting with the Professional Standards and Labor Relations department you again admitted to using the involved students preferred nickname rather than their legal name during the current 2024-2025 school year and previous school years. You indicated that during the 2023-2024 school year you attended a faculty meeting at Satellite High School held by the former principal informing you of the law that was changed and the requirement that a parent permission form must be completed. You explained that you knew that the approved student nicknames could be

found in the software program Focus, however claimed you did not know how to research this information in the program. You admitted that you did not attempt to research or ask for assistance with researching if the student involved had an approved nickname in Focus and that it was a complete oversight on your part.

The allegations set forth in the complaint have been sustained. It is expected that all school personnel perform their responsibilities in a manner that demonstrates professionalism while modeling behavior that demonstrates the value our organization places on each and every employee.

In the future, it is expected that you will refrain from continued actions of this manner. Failure to correct this behavior will be reflected on your annual evaluation and may result in further disciplinary action up to and including termination.

This is to confirm that a copy of the original of this document was provided to me on April 1, 2025. My signature below merely signifies receipt of this document and does not necessarily indicate agreement with its contents.



Employee's Signature

4/3/25

Date

O: Director, Professional Standards & Labor Relations – Personnel File
C: Chief of Schools

COPY

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



April 1, 2025

HAND DELIVERY

Melissa M. Calhoun
235 Waterside Drive
Indian Harbor Beach, FL 32937

COPY

Dear Ms. Calhoun:

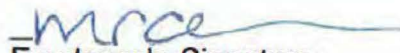
Please be advised that your annual contract with Brevard Public Schools will expire on May 29, 2025. At this time, you are not recommended for reappointment for the 2025-2026 school year as an annual contract teacher, in accordance with the collective bargaining agreement between the School Board of Brevard County and the Brevard Federation of Teachers.

We appreciate your service to our school system and wish you every success in your future endeavors.

Sincerely,

Mark J. Rendell, Ed.D., Superintendent
Brevard Public Schools

This is to confirm that a copy of the original of this document was provided to me on April 1, 2025. My signature below merely signifies receipt of this document and does not necessarily indicate agreement with its contents.


Employee's Signature

4/3/25
Date



March 11, 2025

HAND DELIVERY

Melissa Calhoun
235 Waterside Drive
Indian Harbour Beach, FL 32937

Dear Ms. Calhoun:

Please be advised that a matter has come to my attention regarding a possible policy violation. I have scheduled a meeting with you for Thursday, March 13, 2025, at 8:00 A.M. to discuss this matter further. This meeting will be held at ESF Human Resources Department, located at 2700 Judge Fran Jamieson Way Viera, FL 32940. As this meeting may result in disciplinary action, you are entitled to representation.

Sincerely,

Jacqueline Saxonmeyer
Manager, Professional Standards
Professional Standards & Labor Relations

O: Director, Professional Standards & Labor Relations – Personnel File

This is to confirm that a copy of the original of this document was provided to me on March 11, 2025, by Principal, Ms. Courtney Lundy. My signature merely signifies receipt of this document and does not necessarily indicate agreement with its contents.

Employee's Signature

Date

Mrs. Calhoun did not want to sign, 3/11/25
Courtney Lundy, Principal

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



March 11, 2025

HAND DELIVERY

Melissa Calhoun
235 Waterside Drive
Indian Harbour Beach, FL. 32937

Dear Ms. Calhoun:

Please be advised that a matter has come to my attention regarding a possible policy violation. I have scheduled a meeting with you for Thursday, March 13, 2025, at 8:00 A.M. to discuss this matter further. This meeting will be held at ESF Human Resources Department, located at 2700 Judge Fran Jamieson Way Viera, FL. 32940. As this meeting may result in disciplinary action, you are entitled to representation.

Sincerely,

Jacqueline Saxenmeyer
Manager, Professional Standards
Professional Standards & Labor Relations

O: Director, Professional Standards & Labor Relations – Personnel File

This is to confirm that a copy of the original of this document was provided to me on March 11, 2025, by Principal, Ms. Courtney Lundy. My signature merely signifies receipt of this document and does not necessarily indicate agreement with its contents.

Employee's Signature

Date

Rosemary Browning, Director
Professional Standards & Labor Relations
Phone: (321) 633-1000, ext. 11265 • FAX: (321) 735-9788

LEGISLATIVE AND RULE REVIEW

- Legal Name Deviation
- Events/Activities
- Contract Language
- Other Items



1

WHERE CAN WE FIND STATE RULES AND LEGISLATION

- Florida Administrative Code
- Florida State of Government - flcourts.com
- FLRS
- www.flcourts.com

2

LEGAL NAME DEVIATION

- State Rule 6A-10955 (also Parent Bill of Rights and HB 1069)
- Approved July 19, 2023
- Effective August 22, 2023
- (m) Provisions for parents to specify the use of ANY deviation from their child's legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate.

3

LEGAL NAME DEVIATION FORM

- Form was in LTP on Monday, August 7, 2023.
- Educational Technology provided input directions in LTP on Monday, August 14, 2023. In addition, directions were provided to [a report of any student with a "nickname" currently in FOCUS](#). Any "nickname" not verified in FOCUS by 9/29 will be removed.
- Focus calls will be sent to parents/guardians on [the following dates: 8/16, 9/6, and 9/20](#)
- Upon return of form staff member can enter "nickname" in FOCUS or verify if "nickname" is already present

4

SUGGESTED PROCEDURES

- Have copies of form available in front office, guidance office, and classrooms. Create a return process:
 - Return to specific office (front office, guidance office, data entry register, etc)
 - Get Principal/Admon. signature on form and form goes to person for entry
- Provide information to students/families (announcements, FOCUS, newsletters, etc) regarding the form and reference the state board rule (payback on district message)
- Designate a staff member to enter "nicknames" into FOCUS or verify existing "nickname"
- Maintain all forms in cumulative folders

5

EVENTS/ACTIVITIES

- State Rule 6A 10.089 (alignment with Parent Bill of Rights and 1006.195)
 - **Procedures, pursuant to s. 1006.195(1)(a), for a parent to learn about the nature and purpose of clubs and activities offered at his or her minor child's school, including those that are extracurricular or part of the school curriculum.**
- Purpose [to protect the fundamental rights of parents by ensuring that children are not exposed to inappropriate school sponsored events and activities](#). This rule will enhance the safety and welfare of students and protect parental rights
- Approved on July 19, 2023
- [Added](#) to FAC website late last week
- Effective August 22, 2023

6

EVENTS/ACTIVITIES FORM

- State Rule 6A-10.089
- **Definition:** In this rule, the term "School-sponsored Events or Activities" means an event or activity the school of enrollment created for students to study or participate in while in the custody of the school district; or field trips, extracurricular activities, or other supplemental programs and activities as defined in Rule 6A-10.085, F.A.C.;
 - Nature of event or activity
 - Date(s) and Time(s) of event or activity
 - Specific location and types of sponsors/guests at activity or event
 - Method of supervision provided such as anticipated number of chaperones

7

EVENTS/ACTIVITIES

- **Extracurriculars:**
 - the term "extracurricular" means any school authorized or education related activity occurring during or outside the regular instructional school day (statute 1006.15)
- **Supplemental Programs:**
 - means extra academic assistance, such as tutoring or remedial help, that is provided to students in any subject area, occurring before or after school, on weekends or during the summer, where provided by or through a school district or on school district property. (rule 6A 10.085)

8

EVENTS/ACTIVITIES

- Best practice is to ensure we have protected our sponsors, staff, students, school, and district
 - Athletic packet should cover athletic sports (be sure that practice and game calendars are posted/provided to each athlete)
Coaching staffs should also be provided
 - Focus is clubs, school based events, supplemental programs such as tutoring, productions/performance, etc
- **Rule says study or participate in not attend

9

- Contract progress update
- Saturn App is not promoted by the district due to regulation concerns

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



August 14, 2023

MEMORANDUM

TO: Principals – All

FROM: Dawn Bronstein *DB*
Director, Instructional Technology

RE: Focus Nickname Verification Procedures

The LTP Titled Provisions for Deviation from Legal Name linked below was sent out by Student Services on August 7, 2023, indicating that procedures for updating nicknames in Focus would be released by ET.

<https://bpsresources.brevardschools.org/sites/LTP/Lists/LTP/Attachments/4592/LegalName.pdf>

After following the procedures outlined in the memorandum above to distribute, collect, and review the "Parent Consent: Add Nickname to Focus Demographic Screen Request" forms, school data entry clerks will need to complete the procedure below to verify all student nicknames in Focus.

Procedures for Verifying Names in Focus:

- For each form that has been reviewed and approved by an administrator, the data entry clerk must update the student's information in Focus by confirming that the nickname provided by the parent on the form is listed in the AKA/Nickname field and checking the "Parent Verified Nickname" checkbox using the directions linked here: <https://bit.ly/Nicknamereport>
- To identify students in your school who have nicknames currently listed in Focus or to determine which nicknames have been verified, consult the report located in Focus at

Reports > District Reports > Enrollment > Nickname Verification Report

On September 29, 2023, at the direction of Student Services, any nicknames currently listed for students in the AKA/Nickname field in Focus that do not have the "Parent Verified Nickname" checkbox validated will be removed from the Focus database. All instructional applications that pull student names from Focus will revert to listing students with their First Name of record in Focus when nightly rosters are updated.

Questions related to the nickname collection and verification procedures should be directed to Jayna Jenkins jenkins.jayna@brevardschools.org. Questions related to nickname data entry in Focus should be directed to Lorrie Walsh walsh.lorraine@brevardschools.org or Dawn Bronstein bronstein.dawn@brevardschools.org.

Approved by:


Russell Cheatham, CIO

Dawn Bronstein, Ph.D., Director
Instructional Technology
Phone: (321) 633-1000, ext. 11772



MEMORANDUM

DATE: August 14, 2023

TO: All Principals

FROM: Dr. Jayna Jenkins, Director, Psychological and Mental Health Services 

RE: Communication to Parents/Guardians – FOCUS Nickname Form Due Date

Per the LTP "Provisions for Deviation from Legal Name" on 8/8/2023, to use a student nickname, parents must provide consent by turning in the Parent Consent form to schools. All student nicknames in FOCUS that have not been verified by receiving a consent form back from parents will be deleted from FOCUS on 9/29/2023.

To communicate with parents about returning forms before 9/29/2023, Government and Community Relations will be sending out the message below on the following dates:

- Wednesday - 8/16/2023
- Wednesday - 9/6/2023
- Wednesday - 9/20/2023

Message:

Hello Parents. A recent addition to Florida law requires schools to obtain parent permission to use a name other than your child's legal name. You may obtain this form from your school's front office or on the BPS Parents & Students webpage under P: Parent Consent: Add Nickname to Focus Demographic Screen Request Form. Please contact your school counselor or social worker for additional support.

All student nicknames in FOCUS without returned Parent Consent Form will be deleted from the FOCUS system on 9/29/2023.

Approved by: 

**Pamela Dampier, Assistant Superintendent
Student Services**

Jayna Jenkins, Ed.D.

Office of Student Services, Behavioral, Psychological, and Social Work Services
Phone: (321) 633-1000, ext. 11510 • FAX: (321) 631-3589

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



August 7, 2023

MEMORANDUM

TO: All Principals

FROM: Dr. Jayna Jenkins, Director
Psychological and Mental Health Services

SUBJECT: Provisions for Deviation from Legal Name

Florida Statute 1000.071 provides the authority for the State Board of Education to adopt rules to implement statutes. In June 2023, the Florida State Board of Education approved changes to Rule 6A-1.0955 stating that school districts will adopt policy and procedures to address *"provisions for parents to specify the use of any deviation from their child's legal name I school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate."*

In addition, Florida Statute 1000.71 states, *"It shall be the policy of every public K-12 education institution that is provided or authorized by the Constitution and laws of Florida that a person's sex is an immutable biological trait and that it is false to ascribe to a person a pronoun that does not correspond to such person's sex."*

The procedure for schools to obtain parental permission are:

1. When students or parents request permission to use a name other than the child's legal name, provide the form "Parent Consent: Add Nickname to Focus Demographic Screen Request" (see attached).
2. Principals will identify the staff (clerk) who will collect forms and enter information into FOCUS (Note: Specific information related to FOCUS procedures will be coming soon).

Role of the Administrator -

- Communicate to all staff: Any student who wants to use a name other than their legal name must receive parent/guardian consent. The form "Parent Consent: Add Nickname to Focus Demographic Screen Request" is to be used until additional information related to FOCUS is updated for this procedure.
- Inform teachers about where the forms are located and where/who to turn in completed forms for principal approval and data entry into FOCUS.

Jayna Jenkins, Ed.D.

Office of Student Services, Behavioral, Psychological, and Social Work Services

Phone: (321) 633-1000, ext. 11510 • FAX: (321) 631-3589



School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



- Communicate to school community/families of the new process. Ensure parents/guardians have access to the form "Parent Consent: Add Nickname to Focus Demographic Screen Request" and know where/how to turn the form in for processing.
- Review and approve forms before your Data Entry Clerk processes information in FOCUS and files in the student's cum.

Role of Teachers –

- When students request to use a name other than their legal name, provide the form to the student informing them of parent permission needed.
- Collect any forms, turn them in to the administrator for review and processing.

Role of Data Entry Clerks –

- Once parent permission forms are returned to school, principals will review, sign, and send them to data entry clerk to enter information into FOCUS.
- Until specific FOCUS procedures are provided, keep all forms in a secure place for data entry.
- Once the information is entered into FOCUS, sign, and date the form at the bottom, file the signed form in the student's cumulative folder.

Further information regarding specifics related to this process in FOCUS will be provided as soon as possible from Educational Technology.

If you have any questions, please contact Dr. Jayna Jenkins at (321) 633-1000, ext. 11510, or Jenkins.jayna@Brevardschools.org.

Approved by:

**Pamela Dampier, Assistant Superintendent
Student Services**

Jayna Jenkins, Ed.D.

Office of Student Services, Behavioral, Psychological, and Social Work Services
Phone: (321) 633-1000, ext. 11510 • FAX: (321) 631-3589





Parent Consent: Add Nickname to Focus Demographic Screen Request Form

Florida Statute 1000.071 provides the authority for the State Board of Education to adopt rules to implement statutes. In June 2023, the Florida State Board of Education approved changes to Rule 6A-1.0955 stating that school districts will adopt policy and procedures to address "*provisions for parents to specify the use of any deviation from their child's legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate.*"

By submitting this form, I am requesting that an alternate first name be added to my Focus demographic screen in the Nickname field and will be used by school personnel in referring to my child.

Student legal name in Focus: _____
(Please print) Last First

Requested Nickname: _____ (Please print).

I understand that adding this name to the Focus demographic screen will **not** impact the way that my name appears on class rosters, report cards, transcripts, or other legal documents.

I understand that adding this name to the Focus demographic screen will **replace** my legal first name that appears on district email and other Office 365 applications and will be used by school personnel in referring to my child.

Student signature Date

Parent/Guardian signature Date

Parent: Please return this form to your child's school administration for review. Once reviewed, a copy will be retained in your child's cumulative record.

-- For School Office Use Only --

Principal Signature Date

Date Entered into FOCUS _____ by _____ (name).

Directions: After principal signature and FOCUS data entry, file in student's cumulative folder.



Book	Policy Manual
Section	8000 Operations
Title	STUDENT RECORDS
Code	po8330
Status	Active
Adopted	May 1, 2002
Last Revised	February 8, 2022

Last NEOLA update was in 2023
the District did not adopt the language
from F.A.C., however parental consent
form was developed.

8330 - STUDENT RECORDS

In order to provide appropriate educational services and programming, the Board must collect, retain, and use information about individual students. Simultaneously, the Board recognizes the need to safeguard students' privacy and restrict access to students' personally identifiable information.

Maintenance of Student Records

The Board is responsible for the records of all students who attend or have attended schools in this District. Only records mandated by the State or Federal government and necessary and relevant to the function of the District or specifically permitted by this Board shall be compiled by District employees.

Each school shall maintain a permanent cumulative record for each student enrolled in the school which shall contain the data as prescribed by Administrative Rule F.A.C. 6A-1.0955 and this policy. Each student's cumulative record shall include the following types of data:

A. Category A Records, Permanent Information

1. Student's full legal name.
2. Authenticated birth date, place of birth, race, ethnicity, and sex.
3. Last known address of the student.
4. Name(s) of the student's parent(s) or guardian(s).

5. Name and location of last school attended.
6. Number of days present and absent, date enrolled, date withdrawn.
7. Courses taken and record of achievement, such as grades, credits, or certification of competence.
8. Date of graduation or date of program completion.
9. Records of requests for access to and disclosure of personally identifiable information from the student's educational records.

B. Category B Records, Temporary Information

1. Health information, family background data, standardized test scores, state-mandated achievement test scores, educational and vocational plans, honors and activities, work experience reports, and teacher/counselor comments.
2. Reports of student services or exceptional student staffing committees including all information required by F.S. 1001.42.
3. Correspondence from community agencies or private professionals.
4. Driver education certificate.
5. A list of schools attended.
6. Written agreements of corrections, deletions, or expunctions as a result of meetings or hearings to amend educational records.
7. Written requests to waive access to confidential records.
8. Written requests to restrict the release of directory information.
9. Court orders of relevance.
10. Records of major student discipline actions, suspension, and/or expulsion records.
11. Home language survey.
12. Student Limited English Proficiency (LEP) Plans.
13. Such other records of educational importance as the school shall deem necessary.
14. Records designated for retention by the Florida Department of State in General Records Schedule GS7 for Public Schools Pre-K 12, Adult and Vocational/Technical.

Category A and B records shall be maintained in compliance with the approved District records retention schedule.

Individual exceptional student records shall be kept separate from regular cumulative records. These records shall be sent to each succeeding school the student attends in the District and shall be maintained in accordance with the approved District records retention plan.

Periodic review for elimination of outdated information in student records by the custodian or designees shall be made in accordance with F.S. 1001.52, and the approved District records retention plan. The custodian of the student records shall be responsible for maintaining the accuracy of information by purging student records in accordance with the General Records Schedule for Public Schools (GS-7). Explanations placed in the education record and the record of access shall be maintained for as long as the education record to which it pertains is maintained. This procedure must be implemented before records are released to any vocational-technical centers, community colleges, or institutions of higher learning in which the student seeks or intends to enroll.

Type Record	Location	Custodian	Address
Active and inactive student records as specified in the current Student Records Manual for the District	Last school attended	Principal of last school attended	As shown in local directory
Inactive student cumulative records (Category A) as specified in the current Student Records Manual for the District	Central District office	Superintendent or designee	Records Management Educational Services Facility
Individual exceptional student education records as specified in the current Student Records Manual for the District	Last school attended	Principal of last school attended	As shown in local directory
Individual student psychological records as specified in the current Student Records Manual for the District	Last school attended	Principal of last school attended	As shown in local directory

Limitations on Collection and Retention of Certain Information

The District shall not collect, obtain, or retain information on the political affiliation, voting history, religious affiliation, or biometric information of a student or a parent or sibling of a student. For purposes of this paragraph, the term "biometric information" means information collected from the electronic measurement or evaluation of any physical or behavioral characteristics that are attributable to a single person, including fingerprint characteristics, hand characteristics, eye characteristics, vocal characteristics, and any other physical characteristics used for the purpose of electronically identifying that person with a high degree of certainty. Examples of biometric information include, but are not limited to, a fingerprint or hand scan, a retina or iris scan, a voice print, or a facial geometry scan.

The District shall not maintain any report or record relative to a student that includes a copy of a student's fingerprints.

The Superintendent or designee will be responsible for the privacy and security of records that are not under the supervision of the school principal.

Access to Student Records

The rights of students and their parents with respect to education records created, maintained, or used by the District must be protected in accordance with FERPA, State law, and the implementing regulations and rules issued pursuant thereto. Students and their parents have the right to access their education records, including the right to inspect and review those records, have the right to waive their access to their education records in certain circumstances, have the right to challenge the content of education records, have the right of privacy with respect to such records and reports, and receive notice of their rights with respect to education records.

In addition to students and their parents and eligible students, student records shall be available only to designated school officials and personnel, to such other persons as the parent or eligible student authorizes in writing, a court of competent jurisdiction or to other individuals or organizations as permitted by law. The term "parents" includes legal guardians or other persons standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child). The term "eligible student" refers to students who are eighteen (18) years of age or older, or who are enrolled in a postsecondary institution, regardless of age.

Schools may, without consent of parents, guardians, or eligible students, provide access to school officials to perform an administrative, supervisory, or instructional task, or to perform a service or benefit for the student or the student's family, and psychologists within the District providing they have a legitimate educational interest. Support employees may be designated by the principal for the purpose of doing clerical work and maintaining student records. However, such persons shall receive in-service training concerning the confidentiality of student records and work under the supervision and control of an administrative staff member.

Whenever a student has attained eighteen (18) years of age, the permission and consent required of and rights accorded to the parents of the student as to student records maintained by the District, shall thereafter be required of and accorded to the eligible student only, unless the eligible student is a dependent of his/her parents as defined in Title 26 U.S.C. Section 152 of the Internal Revenue Code of 1954. The District may, in this instance, disclose personally identifiable information from the education records to the parents without the prior consent of the eligible student.

Whenever a student has enrolled in a postsecondary institution, regardless of age, the permission and consent required of and rights accorded to the parents of the student as to student records maintained by the postsecondary institution shall thereafter be required of and accorded to the eligible student only. However, if the student is not eighteen (18) years of age, then the permission and consent required of and rights as to the student records maintained by the District shall be retained by the parents.

The custodian of the student record shall permit the eligible student or the parents or guardians of the student who is or has been in attendance in the District to inspect and review the education records of the eligible student or student. Provisions for such inspection and review shall be made within a reasonable period of time of the request, but in no case shall be more than thirty (30) days after the request has been made.

The District presumes that the eligible student or either parent of the student has the right to inspect, review, and receive copies of the education records of the student or eligible student unless the Board, its staff, or the individual school has been provided a legally binding instrument or court order governing such matters as divorce, separation, or custody which provides to the contrary.

In instances where records are opened to parents, guardians, or eligible students, schools shall make available a member of the professional staff to interpret the record and shall provide copies, at the current District copy rate, upon request.

The copy rate will include actual reproduction costs and will not include the labor costs for retrieval. The district's current rate is \$0.15 per copied page. Labor costs begin after fifteen (15) minutes of work.

School officials shall provide requesting parents, guardians, or eligible students an opportunity for a hearing to challenge the content of their child's or the eligible student's school records, to insure that the records are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of students, and to provide an opportunity for the correction or deletion of any such inaccurate, misleading, or otherwise inappropriate data contained therein.

Parents, guardians, and eligible students may waive their right of access to confidential letters or statements of recommendations or evaluation. Such waiver shall be made in writing to the custodian of the records and shall be signed by the parent, guardian, or eligible student. Such waiver shall apply to recommendations or evaluation only if:

- A. the parent, guardian, or eligible student is, upon request, notified of the names of all persons submitting confidential letters or statements; and
- B. such recommendations or evaluations are used solely for the purpose for which they were specifically intended.

The waiver of right of access may be revoked in writing with respect to actions occurring after the revocation.

Court Request of Records

- A. Student records may be disclosed to a court of competent jurisdiction provided that reasonable notification is given in advance to the parents and student. If the principal or his/her designee is unable to notify prior to time for compliance set forth in the court order, s/he shall bring to the court's attention the provision of the Family Educational Rights and Privacy Act of 1974 and comply with the court's instruction.
- B. Student records may be disclosed pursuant to a lawfully issued subpoena, upon the condition that the student, or his/her parent if the student is either a minor and not attending an institution of postsecondary education or a dependent of such parent as defined in 26 U.S.C. 152 (s. 152 of the Internal Revenue Code of 1954), is notified of the order or subpoena in advance of compliance therewith by the educational institution or agency.

The Superintendent may, in writing, authorize access to student records to representatives of the Federal, State, or local educational authorities.

Transcripts of a student's records may be released without written consent from the student's parents, guardians, or eligible student, to any vocational-technical center, community college, or any postsecondary institutions of higher learning in which the student seeks or intends to enroll. A copy of the records may be released to the student's parents, guardians, or eligible student upon request. This policy is also applicable in instances where such a request is in connection with a student's application for, or receipt of, financial aid.

Hearing Procedure to Correct Student Records

Whenever a parent, guardian, or eligible student believes the content of the student record is inaccurate, misleading, or in violation of their privacy, they may request in writing an informal meeting with the custodian of the record for the purpose of requesting the correction, deletion, or expunction of any inaccurate, misleading, or otherwise inappropriate data or material contained in the student record.

If the parties at the informal meeting agree to make deletions, to expunge material, or to add a statement of explanation or rebuttal to the file, such agreement shall be reduced to writing and signed by the parties, and the appropriate school officials shall take the necessary actions to implement the agreement. If an agreement is not reached, denial of the request and notification of the right to a formal hearing shall be made in writing to the parent, guardian, or eligible student with a copy to the Superintendent or designee.

Upon the request of a parent, guardian, or eligible student, a formal hearing shall be held. Such hearing shall be requested, in writing, within ten (10) days of the written notice of denial at the informal meeting, to the Superintendent or designee, who shall appoint a hearing officer who shall be any official of the school system with no direct interest in the outcome of the hearing. The hearing officer shall convene and conduct the hearing and shall render a decision in writing to all concerned parties within ten (10) days of the conclusion of the hearing. Such hearing shall be held within a reasonable period of time but in no case shall be held more than thirty (30) days from the date of the written request.

The parents, guardian, eligible student, and officials of the school shall be afforded a full and fair opportunity to present evidence relevant to the issues raised. The hearing shall be recorded and available to all parties. However, the record of such hearings are exempt from disclosure under F.S. Chapter 119.

If the decision of the hearing officer is that the records are not inaccurate, misleading, or otherwise in violation of privacy rights, the parent, guardian, or eligible student shall be allowed to comment in writing on the information in the education record and set forth any reasons for disagreeing with the decision. This written response shall be filed in the education records of the student.

Disclosure of Student Record Information

Notwithstanding any other provision in this policy, student education records shall not be disclosed to any person, public body, body politic, political subdivision, or agency of the Federal government except when authorized by State or Federal law or in response to a lawfully issued subpoena or court order. In accordance with State law, student education records are exempt from the provision of F.S. Chapter 119.

A. Prior Written Consent

1. Prior written consent of the parent, guardian, or eligible student shall be obtained prior to disclosing personally identifiable student information other than directory information. The written consent shall include: signature of the parent, guardian, or eligible student; date; specification of records or information to be disclosed; purpose of the disclosure; and the party or class of parties to whom a disclosure is to be made.
2. Disclosures of personally identifiable student information will be made only on the condition that the party or parties to whom the information is disclosed shall not disclose the information to any other party without prior written consent of the parent, guardian, or eligible student, as appropriate. Personally identifiable student information which is disclosed to an institution, agency, or organization may be used by its officers, employees, and agents, but only for the purpose for which the disclosure was made. The District presumes the parent, guardian, or eligible student has the authority to grant permission for disclosure of personally identifiable student information unless the District has been provided with evidence that there is a legally binding instrument or State law or court order governing such matters as divorce, separation, or custody which provides to the contrary.

B. Without Prior Written Consent

Personally identifiable information or records of a student, including information identified as "directory information" as specified in this policy may be released to the following persons or organizations without the prior written consent of the student or the student's parent or guardian:

1. Officials of schools, school systems, career centers, or public postsecondary educational institutions in which the student seeks or intends to enroll; and a copy of such records or reports shall be furnished to the parent or student upon request.
2. Other school officials, including teachers within the educational institution or agency, who have a legitimate educational interest in the information contained in the records.
3. The United States Secretary of Education, the Director of the National Institute of Education, the Assistant Secretary for Education, the Comptroller General of the United States, or State or local educational authorities who are authorized to receive such information subject to the conditions set forth in applicable Federal statutes and regulations of the United States Department of Education, or in applicable State statutes and rules of the State Board of Education.

The disclosed records must be used to audit or evaluate a Federal or State supported education program, or to enforce or comply with federal requirements related to those education programs. A written agreement between the parties is required under this exception. (See Form 8330 F16)

This written agreement must include:

- a. designation of the receiving individual or entity as an authorized representative;
- b. specification of the information to be disclosed;
- c. specification that the purpose of the disclosure is to carry out an audit or evaluation of a government-supported educational program or to enforce or comply with the program's legal requirements;
- d. a summary of the activity that includes a description of methodology and an explanation of why personally identifiable information is necessary to accomplish the activity;
- e. a statement requiring the organization to destroy all personally identifiable information when it is no longer needed to carry out the audit or evaluation, along with a specific time period in which the information must be destroyed; and
- f. a statement of policies and procedures that will protect personally identifiable information from further disclosure or unauthorized use.

Under the audit exception, the District will use "reasonable methods" to verify that the authorized representative complies with FERPA regulations. Specifically, the District will verify, to the greatest extent practical, that the personally identifiable information is used only for the audit, evaluation or enforcement of a government-supported educational program. The District will also ascertain the legitimacy of the audit or evaluation and will only disclose the specific records that the authorized representative needs. Further, the District will require the authorized representative to use the records only for the specified purpose and not to disclose the information any further, such as for another audit or evaluation. Finally, the District will verify that the information is destroyed when no longer needed for the audit, evaluation or compliance activity.

4. Appropriate parties in connection with a student's application for or receipt of financial aid, if necessary to determine the eligibility for the aid; determine the amount of the aid; determine the conditions for the aid; and/or enforce the terms and conditions of the aid.
5. Individuals or organizations conducting studies for or on behalf of an institution or a board of education for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction, if the studies are conducted in a manner that does not permit the personal identification of students and their parents by persons other than representatives of such organizations and if the information will be destroyed when no longer needed for the purpose of conducting such studies.

In order to release information under this provision, the District will enter into a written agreement with the recipient organization that specifies the purpose of the study. (See Form 8330 F14.)

This written agreement must include: (1) specification of the purpose, scope, duration of the study, and the information to be disclosed; (2) a statement requiring the organization to use the personally identifiable information only to meet the purpose of the study; (3) a statement requiring the organization to prohibit personal identification of parents and students by anyone other than a representative of the organization with legitimate interests; and (4) a requirement that the organization destroy all personally identifiable information when it is no longer needed for the study, along with a specific time period in which the information must be destroyed.

While the disclosure of personally identifiable information without consent is allowed under this exception, it is recommended that whenever possible the administration either release de-identified information or remove the students' names and social security identification numbers to reduce the risk of unauthorized disclosure of personally identifiable information.

6. Accrediting organizations, in order to carry out their accrediting functions.
7. School Readiness Programs as provided in State law in order to carry out their assigned duties.
8. For use as evidence in student expulsion hearings conducted by a district board under F.S. Chapter 120; however, public records of expulsion hearings shall not contain any personally identifiable information.
9. Appropriate parties in connection with an emergency, if knowledge of the information in the student's educational records is necessary to protect the health or safety of the student or other individuals.
10. The Auditor General and the Office of Program Policy Analysis and Government Accountability in connection with their official functions; however, except when the collection of personally identifiable information is specifically authorized by law, any data collected by the Auditor General and the Office of Program Policy Analysis and Government Accountability is confidential and exempt from F.S. 119.07 (1) and shall be protected in a way that does not permit the personal identification of students and their parents by other than the Auditor General, the Office of Program Policy Analysis and Government Accountability, and their staff, and the personally identifiable data shall be destroyed when no longer needed for the Auditor General's and the Office of Program Policy Analysis and Government Accountability's official use.
11. A court of competent jurisdiction in compliance with an order of that court or the attorney of record in accordance with a lawfully issued subpoena, upon the condition that the student and the student's parent are notified of the order or subpoena in advance of compliance therewith by the educational institution or agency.

Student records may be disclosed pursuant to a lawfully issued subpoena, upon the condition that the student, or his/her parent if the student is either a minor and not attending a postsecondary educational institution or a dependent of such parent as defined in 26 U.S.C. 152 (section 152 of the Internal Revenue Code of 1954), is notified of the order or subpoena in advance of compliance therewith by the educational institution or agency.

12. Credit bureaus, in connection with an agreement for financial aid that the student has executed, if the information is disclosed only to the extent necessary to enforce the terms or conditions of the financial aid agreement. Credit bureaus shall not release any information obtained under this paragraph to any person.
13. Parties to an interagency agreement among the Department of Juvenile Justice, school and law enforcement authorities, and other signatory agencies for the purpose of reducing juvenile crime and especially motor vehicle theft by promoting cooperation and collaboration, and the sharing of appropriate information in a joint effort to improve school safety, to reduce truancy and in-school and out-of-school suspensions, and to support alternatives to in-school and out-of-school suspensions and expulsions that provide structured and well-supervised educational programs supplemented by a coordinated overlay of other appropriate services designed to correct behaviors that lead to truancy, suspensions, and expulsions, and that support students in successfully completing their education. Information provided in furtherance of such interagency agreements is intended solely for use in determining the appropriate programs and services for each juvenile or the juvenile's family, or for coordinating the delivery of such programs and services, and as such is inadmissible in any court proceedings prior to a dispositional hearing unless written consent is provided by a parent or other responsible adult on behalf of the juvenile.
14. Consistent with the Family Educational Rights and Privacy Act, the Department of Children and Families or a community-based care lead agency acting on behalf of the Department of Children and Families, as appropriate.
15. Parents of a dependent student as defined by the Internal Revenue Service Tax Code of 1986 and in this policy.
16. If the District initiates legal action (a lawsuit) against a parent, or if the parent initiates legal action against the District. In such circumstances, the District may disclose to the court, without a court order or subpoena, the education records of the student that are relevant for the District to proceed with legal action as the plaintiff or to defend itself.

17. If the release is to the Attorney General of the United States or to his/her designee in response to an ex parte order in connection with the investigation or prosecution of terrorism crimes specific in Sections 2331 and 2332 of Title 18, U.S. Code.

Under this exception, school officials are not required to record (i.e., on an access log) the disclosure of information from a student's education record when the school makes pursuant to an ex parte order.

Further, an educational institution that, in good faith, produces information from education records in compliance with an ex parte order shall not be liable to any person for that disclosure.

18. If the release is otherwise permitted under Federal law.

C. Record of Disclosures

Record of any requests or disclosures of personally identifiable student information shall be maintained except for disclosures to the parent, guardian, or eligible student; disclosure of directory information; or to any other school officials with a legitimate educational interest. The record of requests for disclosure shall include the following: the parties who have requested or obtained personally identifiable student information, the legitimate interests of the persons requesting or obtaining the information, and date parental/eligible student consent was obtained.

With regard to such disclosures, a "school official" is determined to be any employee of the Board of Brevard County, Florida, with direct responsibility for providing services to students. A "legitimate educational interest" is determined to mean responsibility for providing direct educational services to students which will include teaching, counseling, psychological services, or other services to students which require access to personally identifiable information and/or those specified in the law.

D. Disclosures - Health or Safety Emergencies

Disclosure of personally identifiable student information may be made by school officials in the event of a health or safety emergency. Such emergency situations shall be declared in writing to the Superintendent by a recognized legal official with authority to declare such emergency. The declaration of a health or safety emergency shall include the need for specific personally identifiable student information, the time requirements for the information, and the parties to whom the information is disclosed who are responsible for utilizing the information to deal with the emergency.

Directory information

The District shall make available, upon request, certain information known as "directory information" without prior permission of the parents/legal guardian or the eligible student. Directory information means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. A student's parent(s)/legal guardian(s) or an adult student, however, may notify the Board that directory information concerning the student shall not be released ("opt out"). Such notification shall be in writing and filed annually with the principal of the school and with the District office. The Board designates as student "directory information":

- A. student's name;
- B. photograph;
- C. address;
- D. telephone number, if it is a listed number;
- E. participation in officially-recognized activities and sports;

- F. height and weight, if a member of an athletic team;
- G. dates of attendance;
- H. grade level; enrollment status;
- I. date of graduation or program completion;
- J. awards received; and
- K. most recent educational agency or institution attended.

An annual written notice shall be given to inform parents, legal guardians, and eligible students of their rights of access, waiver of access, challenge and hearing, privacy, categories of personally identifiable student information designated as directory information data, and the location and availability of the District's policy on education records of students. Alternate methods of notice shall be made for parents, legal guardians, or eligible students unable to comprehend a written notice in English. Parents/legal guardians or eligible students may, by providing a written statement to the principal within two (2) weeks of the first day of the school year or entry into the school system request that all specific portions of directory information for that specific student not be released.

Directory information shall not be provided to any organization for profit-making purposes, unless the request is approved, in a nondiscriminatory manner, by the Superintendent.

In accordance with Federal law, the District shall release the names and addresses of students in grades ten through twelve (10-12) to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. Such data shall not be released if the eligible student or student's parents/legal guardian submit a written request not to release such information. The recruiting officer is to sign a form indicating that "any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces". The Superintendent is authorized to charge mailing fees for providing this information to a recruiting officer. A secondary school student or parent/legal guardian of the student may request that the student's name, address, and telephone listing not be released without parental consent.

Whenever parental consent is required for the inspection and/or release of a student's health or educational records or for the release of "directory information", either parent/legal guardian may provide such consent unless agreed to otherwise in writing by both parents/legal guardian or specifically stated by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent.

The District may disclose "directory information" on former students without student or parental consent.

Transfer of Student Records

When a student, previously enrolled in a Brevard County school transfers out of the Brevard County School District to another school, public or private, within this state or out of state, the principal, or designee, upon written request of the principal, or designee, of the receiving school, the parent, legal guardian, or eligible student, shall, within three (3) school days, transfer a copy of the student's cumulative record containing Category A and B information to the requesting school. Pursuant to Federal law, disciplinary records with respect to suspension and expulsion shall be considered "other records of educational importance" and, as a Category B record, shall be transferred to the requesting school. The Board authorizes the administration to forward all Category A and B student records, including disciplinary records with respect to any current suspension and expulsion, upon request to a school or school district in which a student of this District is enrolled, seeks or intends to enroll, or is instructed to enroll, on a full-time or part-time basis, upon condition that the student's parents/legal guardian be notified of the transfer, receive a copy of the record if desired, and have an opportunity for a hearing to challenge the content of the record. The school shall retain a copy of the Category A information in its files. A copy of the Category B (Exceptional Student Education Audit File) records will also be retained. Category B health and testing information shall be retained if it is related to a weighted or categorical program placement which is subject to audit. The files which are retained will be held by the principal who is custodian of the records for the period of time specified in the Student Records Manual. Category A student records and Category B (Exceptional

Student Education Audit File) beyond the specified time after the student leaves the District will be forwarded to Records Management. When a request comes to the school for student records after the files have been sent to Records Management, the written request should be forwarded to Records Management. Based upon reasonable requests, viewers of educational records will receive explanation and interpretation of the records. Records Management will make copies of the student's files at the current District copy rate, which shall not exceed the maximum rate for copies of public records as set forth in F.S. Chapter 119.

If applicable, the records to be transferred shall also include:

- A. verified reports of serious or recurrent behavior patterns, including threat assessment evaluations and intervention services; and
- B. psychological evaluations, including therapeutic treatment plans and therapy or progress notes created or maintained by School District or charter school staff, as appropriate.

The records shall be transferred within three (3) school days of receipt of a written request from the principal of the receiving school, the parent, legal guardian, or eligible student.

While all reasonable efforts shall be made to collect for damaged or lost library books or textbooks, under no conditions shall the transfer of a student's cumulative record be delayed or denied for failure to pay any fine or fee assessed by the school. Progress reports to parents/legal guardian (report cards) may not be withheld for failure to pay any fine, fee, or an assessment for lost or damaged books.

The Superintendent shall prepare administrative procedures to ensure that students and parents/legal guardian are adequately informed each year regarding their rights to:

- A. inspect and review the student's educational records;
- B. request amendments if the parent/legal guardian believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights;
- C. consent to disclosures of personally-identifiable information contained in the student's educational records, except to those disclosures allowed by the law;
- D. challenge District noncompliance with a parent's/legal guardian's request to amend the records through a hearing;
- E. file a complaint with the Department of Education;
- F. obtain a copy of the District's policy and administrative procedures on student records.

The Superintendent shall also develop, and update as needed, procedures for:

- A. the proper storage and retention of records including a list of the type and location of record;
- B. informing District employees of the Federal and State laws concerning student records.

The District is authorized to use the microfilm process or electromagnetic processes of reproduction for the recording, filing, maintaining, and preserving of records.

No liability shall attach to any member, officer, or employee of this District specifically as a consequence of permitting access or furnishing student records in accordance with this policy and procedures.

Any entity receiving personally identifiable information pursuant to a study, audit, evaluation or enforcement/compliance activity must comply with all FERPA regulations. Further, such an entity must enter into a written contract with the Board of Education delineating its responsibilities in safeguarding the disclosed information. Specifically, the entity must demonstrate the existence of a sound data security plan or data stewardship program, and must also provide assurances that

the personally identifiable information will not be re-disclosed without prior authorization from the Board. Further, the entity conducting the study, audit, evaluation or enforcement/compliance activity is required to destroy the disclosed information once it is no longer needed or when the timeframe for the activity has ended, as specified in its written agreement with the Board of Education. See Form 8330 F14 and Form 8330 F16 for additional contract requirements.

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Legal

F.S. Chapter 119

F.S. 1001.41

F.S. 1001.52

F.S. 1002.22

F.S. 1002.221

F.S. 1002.222

F.S. 1003.25

F.A.C. 6A-1.0955

20 U.S.C. 1232f (FERPA)

20 U.S.C. 1232g (FERPA)

20 U.S.C. 1232h (FERPA)

20 U.S.C. 1232i (FERPA)

20 U.S.C. 7908

26 U.S.C. 152

20 U.S.C. 1400 et seq., Individuals with Disabilities Act Privacy Rights of Parents and Students - P.L. 90-247

No Child Left Behind Act of 2001 - P.L. 107-110

2021 Solomon Amendment: Subtitle C- General Service Authorities and Correction of Military Records SEC. 521

6A-1.0955, F.A.C.

This document reflects changes through February 27, 2025

FL - Florida Administrative Code Annotated > **TITLE 06 DEPARTMENT OF**
EDUCATION > **DIVISION 6A STATE BOARD OF EDUCATION** > **CHAPTER**
6A-1 FINANCE AND ADMINISTRATION

6A-1.0955 Education Records.

(1) Purposes. This rule applies to education records maintained to facilitate the instruction, guidance, and educational progress of students in programs operated under the authority and direction of a district school board or other agency or institution as defined in [Section 1002.22\(1\), F.S.](#) This rule is intended to further the intent of [Section 1002.22\(2\), F.S.](#), that the rights of students and their parents with respect to education records created, maintained, or used by public educational institutions and agencies must be protected in accordance with the Family Educational Rights and Privacy Act (FERPA), [20 U.S.C. s. 1232g](#), the implementing regulations issued pursuant thereto, and [Sections 1002.22](#) and [1002.221, F.S.](#)

(2) Definitions.

(a) "Education records" means records that are directly related to a student and that are maintained by an educational agency or institution or a party acting for or on behalf of the agency or institution, as defined in [20 U.S.C. s. 1232g\(a\)\(4\)](#).

(b) "Eligible student" means a student who has reached 18 years of age or is attending a postsecondary institution, at any age.

(c) "Institution" means any public school, center, or other entity that is part of Florida's education system under Sections 1000.04(2), (4), and (5), F.S.

(d) "Online educational service" means computer software, mobile applications (apps), and web-based tools that students or parents are required to use and access through the internet and as part of a school activity or function. Examples include online services that students or parents use to access class readings, assignments, or videos, to view learning progression, or to complete assignments. This does not include online services that students or parents may use in their personal capacity or to online services that districts or schools may use to which students or parents do not have access, such as a district student information system.

(e) "Parent" includes parents or guardians of students who are or have been in attendance at a school or institution as defined in paragraph (2)(c).

(f) "Personally identifiable information" or "PII" means information that can be used to distinguish or trace a student's identity either directly or indirectly through linkages with other information, as defined in [34 CFR § 99.3](#). PII includes, but is not limited to direct identifiers (such as a student's or other family member's name), indirect identifiers (such as a student's date of birth, place of birth, or mother's maiden name), and other personal identifiers (such as a student's social security number or Florida Education Identifier (FLEID) number). PII also includes information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.

(g) "School Board or School District" means a Florida school district or district school board, charter school governing board, the Florida Virtual School ([Section 1002.37, F.S.](#)), the Florida School for the

Deaf and the Blind ([Section 1002.36, F.S.](#)), and Developmental Research (Laboratory) Schools ([Section 1002.32, F.S.](#)).

(h) "School day(s)" means any weekday that school is in session, based on the school district's calendar;

(i) "Student" means any individual who is or has been in attendance at an educational agency or institution and regarding whom the agency or institution maintains education records.

(j) "Therapeutic treatment plan" means a plan that identifies the mental health diagnosis, or condition, the therapy or intervention goal(s), the type of school-based mental health intervention, and the school-based mental health services provider responsible for providing the mental health intervention or therapy.

(k) "Therapy progress notes" means notes maintained by a school-based mental health services provider that summarize the focus and progress toward treatment goals(s) of each therapy or intervention session.

(l) "Third-party vendor" or "Third-party service provider" means any entity, whether public or private, that provides services to a school board or institution through a contract or agreement. The term does not include the Florida Department of Education, the Department's contractors and subcontractors, and School Boards and School Districts as defined in paragraph (2)(g).

(3) Information contained in education records must be classified and retained as follows:

(a) Category A: Information for each student which must be kept current while the student is enrolled and retained permanently in the manner prescribed by [Section 1001.52\(2\), F.S.](#)

(b) Category B: Information which is subject to periodic review and elimination when the information is no longer useful in the manner prescribed by [Section 1001.52\(3\), F.S.](#)

(4) Content of Category A records. The following information must be maintained for each student:

(a) Student's full legal name,

(b) Authenticated birthdate, place of birth, race, ethnicity and sex,

(c) Last known address of the student,

(d) Names of the student's parent(s) or guardian(s),

(e) Name and location of last school attended,

(f) Number of days present and absent, date enrolled and date withdrawn,

(g) Courses taken and record of achievement, such as grades, units, or certification of competence,

(h) Date of graduation or date of program completion, and

(i) Records of requests for access to and disclosure of personally identifiable information from the education records of the student as required by FERPA.

(5) Content of Category B records. These records may include but are not limited to the following:

(a) Health information and health care plans,

(b) Family background data,

(c) Standardized test scores,

(d) Educational and career plans,

(e) Honors and activities,

(f) Work experience reports,

(g) Teacher comments,

(h) Reports of student services or exceptional student staffing committees including all information required by [Section 1001.42\(13\), F.S.](#),

(i) Discipline records,

(j) School Environmental Safety Incident Reports (SESIR) collected under [Section 1006.07\(9\), F.S.](#),

(k) Except as provided in Subsection (6), threat assessments done by the threat assessment team pursuant to [Section 1006.07\(7\), F.S.](#),

(l) Academic and behavioral intervention services,

(m) Psychological evaluations,

(n) Therapeutic treatment plans and therapy progress notes,

(o) Correspondence from community agencies or private professionals,

(p) Driver education certificate,

(q) List of schools attended,

(r) Written agreements of corrections, deletions or expunctions as a result of meetings or hearings to amend educational records, and

(s) Records designated for retention by the Florida Department of State in General Records Schedule GS7 for Public Schools Pre-K - 12, Adult and Vocational/Technical.

(6) Threat management. All reports of concerning behavior, concerning communications, or threats documented using the Florida Harm Prevention and Threat Management Instrument prescribed by Rule [6A-1.0019, F.A.C.](#), are Category B records and shall be maintained in a student's file as long as determined useful by a threat management team, pursuant to [Section 1006.07\(7\), F.S.](#), and Rule [6A-1.0019, F.A.C.](#) These records include all corresponding documentation and any additional information required by the Florida Model for threat management related to the reporting, evaluation, intervention, and management of threat assessment evaluations and intervention services.

(7) School districts must maintain sufficient information, to include social security numbers for students enrolled in a postsecondary program so that they can be located after they have either withdrawn or completed a program of study.

(8) Each school board must adopt a policy for educational records which must include:

(a) Provisions for an annual written notice and other notices necessary to inform parents and eligible students of their rights as defined in [Section 1002.22\(2\), F.S.](#), and FERPA. The district must develop methods of notice for informing parents and eligible students unable to comprehend a written notice in English;

(b) Provisions for permitting parents and eligible students to inspect and review the education records of the student. The district must comply with a request within a reasonable period of time, but in no case more than thirty (30) days after it has been made;

(c) Provisions for parents and eligible students to exercise the right of waiver of access to confidential letters or statements. School districts may not require that parents or eligible students waive any of their rights under [Section 1002.22\(2\), F.S.](#) and FERPA;

(d) A schedule of fees and charges for copies of education records which charges no more than the fees and charges for public records as set forth in [Section 119.07, F.S.](#) In no circumstance must the cost reflect the costs to retrieve the education records;

(e) A listing of the types and locations of education records maintained by the educational agency or institution and the titles and addresses of the officials responsible for those records;

(f) Provisions for disclosure of personally identifiable information where prior written consent of the parent or eligible student is not required;

- (g) Provisions for disclosure of personally identifiable information where prior written consent of the parent or eligible student, is required, and provisions for maintaining records of requests and disclosures;
 - (h) Provisions for the maintenance and security of student records, including procedures to ensure the confidentiality of student records and safeguard records from unauthorized or unintentional access;
 - (i) Provisions for disclosure of personally identifiable information in health and safety emergencies;
 - (j) Provisions for disclosure of directory information;
 - (k) Provisions for challenging the content of any record which the parent or eligible student believe to be inaccurate, misleading or a violation of the right of privacy and for providing an opportunity for amendment of such information; and
 - (l) Provisions for ensuring the accuracy of information maintained and for periodic review and elimination of information no longer useful, in the manner prescribed by [Section 1001.52\(3\), F.S.](#)
 - (m) Provisions for parents to specify the use of any deviation from their child's legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate.
- (9) Procedures for transfer of education records.
- (a) The transfer of records must be made immediately upon written request of an eligible student, a parent or a receiving school. The principal or designee must transfer a copy of all Category A and Category B information and must retain a copy of Category A information; however, student records which are required for audit purposes for programs listed in [Section 1010.305, F.S.](#), must be maintained in the district for the time period indicated in Rule [6A-1.0453, F.A.C.](#)
 - (b) The transfer of education records must not be delayed for nonpayment of a fee or fine assessed by the school.
 - (c) The transfer of records of students who transfer from school to school must occur within five (5) school days of receipt of the request for records from the new school or district, or receipt of the identity of the new school and district of enrollment, whichever occurs first. Pursuant to [Section 1003.25, F.S.](#), student records must contain verified reports of serious or recurrent behavior patterns, including all documentation and related information for reports of concerning behavior, concerning communication, or threats that are documented using any portion of the Florida Harm Prevention and Threat Management Instrument, and psychological evaluations, including therapeutic treatment plans and therapy progress notes created or maintained by district or charter school staff. All reports of concerning behavior, concerning communication, or threats must be transferred, regardless of the outcome or level of concern.
- (10) Security of education records.
- (a) The school principal or designee must be responsible for the privacy and security of all student records maintained in the school.
 - (b) The superintendent of schools or designee must be responsible for the privacy and security of all student records that are not under the supervision of a school principal.
 - (c) Institutions and agencies that are not part of a school district must designate the office or position responsible for the privacy and security of all student records.

Statutory Authority

Rulemaking Authority [1001.02\(1\)](#), [1002.22\(3\)](#), [1003.25\(2\)](#), [1008.405 FS.](#)

6A-1.0955, F.A.C.

Law Implemented 1001.42(8)(c), 1001.52(2), (3), 1002.22(2), (3), [1002.221](#), [1003.25](#), [1008.405 FS](#).

History

HISTORY

New 4-11-70, Repromulgated 12-5-74, Revised 6-1-75, Amended 10-7-75, 2-21-77, 3-1-78, 5-24-81, Formerly 6A-1.955, Amended 6-17-87, 1-2-95, 10-25-10, 5-5-20, 11-22-22, 8-22-23, 11-21-23, 2-20-24.

FLORIDA ADMINISTRATIVE CODE

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End of Document

Fla. Stat. § 1000.071

*** Current through the 2025 Third Extraordinary Session.***

LexisNexis® Florida Annotated Statutes > Title XLVIII. Early Learning-20 Education Code. (Chs. 1000 — 1013) > Chapter 1000. Early Learning-20 General Provisions. (Pts. I — III) > Part I. General Provisions. (§§ 1000.01 — 1000.08)

§ 1000.071. Personal titles and pronouns.

- (1) It shall be the policy of every public K-12 educational institution that is provided or authorized by the Constitution and laws of Florida that a person's sex is an immutable biological trait and that it is false to ascribe to a person a pronoun that does not correspond to such person's sex. This section does not apply to individuals born with a genetically or biochemically verifiable disorder of sex development, including, but not limited to, 46, XX disorder of sex development; 46, XY disorder of sex development; sex chromosome disorder of sex development; XX or XY sex reversal; and ovotesticular disorder.
- (2) An employee, contractor, or student of a public K-12 educational institution may not be required, as a condition of employment or enrollment or participation in any program, to refer to another person using that person's preferred personal title or pronouns if such personal title or pronouns do not correspond to that person's sex.
- (3) An employee or contractor of a public K-12 educational institution may not provide to a student his or her preferred personal title or pronouns if such preferred personal title or pronouns do not correspond to his or her sex.
- (4) A student may not be asked by an employee or contractor of a public K-12 educational institution to provide his or her preferred personal title or pronouns or be penalized or subjected to adverse or discriminatory treatment for not providing his or her preferred personal title or pronouns.
- (5) The State Board of Education may adopt rules to administer this section.
- (6) The limitations of this section only apply to the actions of an employee or contractor acting within the scope of their employment duties with the public K-12 educational institution.

History

S. 2, [ch. 2023-105](#), effective July 1, 2023; s. 7, [ch. 2023-245](#), effective July 1, 2023.

Annotations

Notes

Amendment Notes

The 2023 amendment by s. 7, ch. 2023-245, added (6).

End of Document

6A-10.081, F.A.C.

This document reflects changes through February 27, 2025

**FL - Florida Administrative Code Annotated > TITLE 06 DEPARTMENT OF
EDUCATION > DIVISION 6A STATE BOARD OF EDUCATION > CHAPTER
6A-10 MISCELLANEOUS**

6A-10.081 Principles of Professional Conduct for the Education Profession in Florida.

(1) Florida educators shall be guided by the following ethical principles:

(a) The educator values the worth and dignity of every person, the pursuit of truth, devotion to excellence, acquisition of knowledge, and the nurture of democratic citizenship. Essential to the achievement of these standards are the freedom to learn and to teach and the guarantee of equal opportunity for all.

(b) The educator's primary professional concern will always be for the student and for the development of the student's potential. The educator will therefore strive for professional growth and will seek to exercise the best professional judgment and integrity.

(c) Aware of the importance of maintaining the respect and confidence of one's colleagues, of students, of parents, and of other members of the community, the educator strives to achieve and sustain the highest degree of ethical conduct.

(2) Florida educators shall comply with the following disciplinary principles. Violation of any of these principles shall subject the individual to revocation or suspension of the individual educator's certificate, or the other penalties as provided by law.

(a) Obligation to the student requires that the individual:

1. Shall make reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety.
2. Shall not unreasonably restrain a student from independent action in pursuit of learning.
3. Shall not unreasonably deny a student access to diverse points of view.
4. Shall not intentionally suppress or distort subject matter relevant to a student's academic program.
5. Shall not intentionally expose a student to unnecessary embarrassment or disparagement.
6. Shall not intentionally provide classroom instruction to students in prekindergarten through grade 8 on sexual orientation or gender identity, except when required by Sections 1003.42(2)(n)3. and 1003.46, F.S.
7. Shall not intentionally provide classroom instruction to students in grades 9 through 12 on sexual orientation or gender identity unless such instruction is required by state academic standards as adopted in Rule 6A-1.09401, F.A.C., or is part of a reproductive health course or health lesson for which a student's parent has the option to have his or her student not attend.
8. Shall not intentionally violate or deny a student's legal rights.
9. Shall not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being unless the individual

reasonably believes that disclosure would result in abuse, abandonment, or neglect as defined in Section 39.01, F.S.

10. Shall not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable effort to assure that each student is protected from harassment or discrimination. Discrimination on the basis of race, color, national origin, or sex includes subjecting any student to training or instruction that espouses, promotes, advances, inculcates, or compels such student to believe any of the concepts listed in Section 1000.05(4)(a), F.S.

11. Shall not exploit a relationship with a student for personal gain or advantage.

12. Shall keep in confidence personally identifiable information obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.

13. Shall not violate s. 553.865(9)(b), F.S. which relates to entering restrooms and changing facilities designated for the opposite sex on the premises of an educational institution.

14. Shall not violate s. 1000.071, F.S., which relates to the use of personal titles and pronouns in educational institutions.

(b) Obligation to the public requires that the individual:

1. Shall take reasonable precautions to distinguish between personal views and those of any educational institution or organization with which the individual is affiliated.
2. Shall not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect public expression.
3. Shall not use institutional privileges for personal gain or advantage.
4. Shall accept no gratuity, gift, or favor that might influence professional judgment.
5. Shall offer no gratuity, gift, or favor to obtain special advantages.

(c) Obligation to the profession of education requires that the individual:

1. Shall maintain honesty in all professional dealings.
2. Shall not on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, or social and family background deny to a colleague professional benefits or advantages or participation in any professional organization.
3. Shall not interfere with a colleague's exercise of political or civil rights and responsibilities.
4. Shall not engage in harassment or discriminatory conduct which unreasonably interferes with an individual's performance of professional or work responsibilities or with the orderly processes of education or which creates a hostile, intimidating, abusive, offensive, or oppressive environment; and, further, shall make reasonable effort to assure that each individual is protected from such harassment or discrimination.
5. Shall not make malicious or intentionally false statements about a colleague.
6. Shall not use coercive means or promise special treatment to influence professional judgments of colleagues.
7. Shall not misrepresent one's own professional qualifications.
8. Shall not submit fraudulent information on any document in connection with professional activities.
9. Shall not make any fraudulent statement or fail to disclose a material fact in one's own or another's application for a professional position.

The Florida Senate

2021 Florida Statutes (Including 2021B Session)

<u>Title XLIX</u> PARENTAL RIGHTS	<u>Chapter 1014</u> PARENTS' BILL OF RIGHTS <u>Entire Chapter</u>	SECTION 04 Parental rights.
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1014.04 Parental rights.—

(1) All parental rights are reserved to the parent of a minor child in this state without obstruction or interference from the state, any of its political subdivisions, any other governmental entity, or any other institution, including, but not limited to, all of the following rights of a parent of a minor child in this state:

- (a) The right to direct the education and care of his or her minor child.
- (b) The right to direct the upbringing and the moral or religious training of his or her minor child.
- (c) The right, pursuant to s. 1002.20(2)(b) and (6), to apply to enroll his or her minor child in a public school or, as an alternative to public education, a private school, including a religious school, a home education program, or other available options, as authorized by law.
- (d) The right, pursuant to s. 1002.20(13), to access and review all school records relating to his or her minor child.
- (e) The right to make health care decisions for his or her minor child, unless otherwise prohibited by law.
- (f) The right to access and review all medical records of his or her minor child, unless prohibited by law or if the parent is the subject of an investigation of a crime committed against the minor child and a law enforcement agency or official requests that the information not be released.
- (g) The right to consent in writing before a biometric scan of his or her minor child is made, shared, or stored.
- (h) The right to consent in writing before any record of his or her minor child's blood or deoxyribonucleic acid (DNA) is created, stored, or shared, except as required by general law or authorized pursuant to a court order.
- (i) The right to consent in writing before the state or any of its political subdivisions makes a video or voice recording of his or her minor child unless such recording is made during or as part of a court proceeding or is made as part of a forensic interview in a criminal or Department of Children and Families investigation or is to be used solely for the following purposes:
 - 1. A safety demonstration, including the maintenance of order and discipline in the common areas of a school or on student transportation vehicles;
 - 2. A purpose related to a legitimate academic or extracurricular activity;
 - 3. A purpose related to regular classroom instructions;
 - 4. Security or surveillance of buildings or grounds; or
 - 5. A photo identification card.
- (j) The right to be notified promptly if an employee of the state, any of its political subdivisions, any other governmental entity, or any other institution suspects that a criminal offense has been committed against his or her minor child, unless the incident has first been reported to law enforcement or the Department of Children and Families and notifying the parent would impede the investigation.

(2) This section does not:

- (a) Authorize a parent of a minor child in this state to engage in conduct that is unlawful or to abuse or neglect his or her minor child in violation of general law;
 - (b) Condone, authorize, approve, or apply to a parental action or decision that would end life;
 - (c) Prohibit a court of competent jurisdiction, law enforcement officer, or employees of a government agency that is responsible for child welfare from acting in his or her official capacity within the reasonable and prudent scope of his or her authority; or
 - (d) Prohibit a court of competent jurisdiction from issuing an order that is otherwise permitted by law.
- (3) An employee of the state, any of its political subdivisions, or any other governmental entity who encourages or coerces, or attempts to encourage or coerce, a minor child to withhold information from his or her parent may be

subject to disciplinary action.

(4) A parent of a minor child in this state has inalienable rights that are more comprehensive than those listed in this section, unless such rights have been legally waived or terminated. This chapter does not prescribe all rights to a parent of a minor child in this state. Unless required by law, the rights of a parent of a minor child in this state may not be limited or denied. This chapter may not be construed to apply to a parental action or decision that would end life.

History. s. 5, ch. 2021 199.

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1
2 An act relating to education; amending s. 1000.21,
3 F.S.; defining the term "sex" for the Florida Early
4 Learning-20 Education Code; creating s. 1000.071,
5 F.S.; requiring specified policies relating to a
6 person's sex at certain educational institutions;
7 providing applicability; prohibiting employees,
8 contractors, and students of such educational
9 institutions from being required to use, from
10 providing, and from being asked to provide certain
11 titles and pronouns; prohibiting students from being
12 penalized or subjected to certain treatment for not
13 providing certain titles and pronouns; authorizing the
14 State Board of Education to adopt rules; amending s.
15 1001.42, F.S.; prohibiting classroom instruction on
16 sexual orientation or gender identity from occurring
17 in prekindergarten through grade 8, rather than
18 kindergarten through grade 3; providing an exception;
19 providing requirements if such instruction is provided
20 in grades 9 through 12; providing that such
21 prohibition applies to charter schools; requiring
22 school districts to post specified policies on their
23 websites; amending s. 1003.42, F.S.; requiring all
24 materials used for specified instruction relating to
25 reproductive health to be approved by the Department

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26 of Education; amending s. 1003.46, F.S.; providing
27 additional requirements for certain instruction
28 regarding human sexuality; requiring the department to
29 approve specified instructional materials; amending s.
30 1006.28, F.S.; providing that district school boards
31 are responsible for materials used in classroom
32 libraries; requiring that a specified objection form
33 and district school board process meet certain
34 requirements; providing requirements for materials
35 used in a classroom library; revising the criteria a
36 parent or resident must meet to object to certain
37 materials used in the classroom; requiring certain
38 classroom materials to be removed within a specified
39 time period and be unavailable to certain students
40 until the resolution of certain objections; providing
41 that parents have the right to read passages from
42 specified materials; requiring the discontinuation of
43 specified materials under certain circumstances;
44 providing requirements for certain meetings of school
45 district committees relating to instructional
46 materials; requiring the Commissioner of Education to
47 appoint a special magistrate under certain
48 circumstances; providing requirements for and duties
49 of the special magistrate; requiring the State Board
50 of Education to approve or reject the special

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magistrate's recommendation within a specified
timeframe; requiring school districts to bear the
costs of the special magistrate; requiring the State
Board of Education to adopt rules; revising certain
district school board procedures relating to library
media center collections; revising elementary school
requirements relating to materials in specified
libraries; requiring district school boards to adopt
and publish a specified process relating to student
access to certain materials; revising district school
board reporting requirements relating to materials
which received certain objections; requiring school
principals to communicate to and notify parents of
certain procedures and processes relating to
instructional materials; reenacting ss. 1000.05(2),
(3), (4)(a), (5), and (6)(d), 1001.453(2)(c),
1002.42(3)(a), 1003.27(2)(b) and (c), 1003.42(3)(a),
(c), (e), and (f), 1004.43(2), 1006.205(2)(b) and (3),
1009.23(7), 1009.24(10)(b), 1009.983(6),
1009.986(3)(e), and 1014.05(1)(c), (d), and (f), F.S.,
to incorporate the amendment made to s. 1000.21, F.S.,
in references thereto; providing severability;
providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

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Section 1. Subsection (9) is added to section 1000.21, Florida Statutes, to read:

1000.21 Systemwide definitions.—As used in the Florida Early Learning-20 Education Code:

(9) "Sex" means the classification of a person as either female or male based on the organization of the body of such person for a specific reproductive role, as indicated by the person's sex chromosomes, naturally occurring sex hormones, and internal and external genitalia present at birth.

Section 2. Section 1000.071, Florida Statutes, is created to read:

1000.071 Personal titles and pronouns.—

(1) It shall be the policy of every public K-12 educational institution that is provided or authorized by the Constitution and laws of Florida that a person's sex is an immutable biological trait and that it is false to ascribe to a person a pronoun that does not correspond to such person's sex. This section does not apply to individuals born with a genetically or biochemically verifiable disorder of sex development, including, but not limited to, 46, XX disorder of sex development; 46, XY disorder of sex development; sex chromosome disorder of sex development; XX or XY sex reversal; and ovotesticular disorder.

(2) An employee, contractor, or student of a public K-12

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educational institution may not be required, as a condition of employment or enrollment or participation in any program, to refer to another person using that person's preferred personal title or pronouns if such personal title or pronouns do not correspond to that person's sex.

(3) An employee or contractor of a public K-12 educational institution may not provide to a student his or her preferred personal title or pronouns if such preferred personal title or pronouns do not correspond to his or her sex.

(4) A student may not be asked by an employee or contractor of a public K-12 educational institution to provide his or her preferred personal title or pronouns or be penalized or subjected to adverse or discriminatory treatment for not providing his or her preferred personal title or pronouns.

(5) The State Board of Education may adopt rules to administer this section.

Section 3. Paragraph (c) of subsection (8) of section 1001.42, Florida Statutes, is amended to read:

1001.42 Powers and duties of district school board.—The district school board, acting as a board, shall exercise all powers and perform all duties listed below:

(8) STUDENT WELFARE.—

(c)1. In accordance with the rights of parents enumerated in ss. 1002.20 and 1014.04, adopt procedures for notifying a student's parent if there is a change in the student's services

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126 or monitoring related to the student's mental, emotional, or
127 physical health or well-being and the school's ability to
128 provide a safe and supportive learning environment for the
129 student. The procedures must reinforce the fundamental right of
130 parents to make decisions regarding the upbringing and control
131 of their children by requiring school district personnel to
132 encourage a student to discuss issues relating to his or her
133 well-being with his or her parent or to facilitate discussion of
134 the issue with the parent. The procedures may not prohibit
135 parents from accessing any of their student's education and
136 health records created, maintained, or used by the school
137 district, as required by s. 1002.22(2).

138 2. A school district may not adopt procedures or student
139 support forms that prohibit school district personnel from
140 notifying a parent about his or her student's mental, emotional,
141 or physical health or well-being, or a change in related
142 services or monitoring, or that encourage or have the effect of
143 encouraging a student to withhold from a parent such
144 information. School district personnel may not discourage or
145 prohibit parental notification of and involvement in critical
146 decisions affecting a student's mental, emotional, or physical
147 health or well-being. This subparagraph does not prohibit a
148 school district from adopting procedures that permit school
149 personnel to withhold such information from a parent if a
150 reasonably prudent person would believe that disclosure would

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151 result in abuse, abandonment, or neglect, as those terms are
152 defined in s. 39.01.

153 3. Classroom instruction by school personnel or third
154 parties on sexual orientation or gender identity may not occur
155 in prekindergarten kindergarten through grade 8, except when
156 required by ss. 1003.42(2)(n)3. and 1003.46. If such instruction
157 is provided in grades 9 through 12, the instruction must be 3 or
158 ~~in a manner that is not~~ age-appropriate or developmentally
159 appropriate for students in accordance with state standards.
160 This subparagraph applies to charter schools.

161 4. Student support services training developed or provided
162 by a school district to school district personnel must adhere to
163 student services guidelines, standards, and frameworks
164 established by the Department of Education.

165 5. At the beginning of the school year, each school
166 district shall notify parents of each health care service
167 offered at their student's school and the option to withhold
168 consent or decline any specific service in accordance with s.
169 1014.06. Parental consent to a health care service does not
170 waive the parent's right to access his or her student's
171 educational or health records or to be notified about a change
172 in his or her student's services or monitoring as provided by
173 this paragraph.

174 6. Before administering a student well-being questionnaire
175 or health screening form to a student in kindergarten through

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176 grade 3, the school district must provide the questionnaire or
177 health screening form to the parent and obtain the permission of
178 the parent.

179 7. Each school district shall adopt procedures for a
180 parent to notify the principal, or his or her designee,
181 regarding concerns under this paragraph at his or her student's
182 school and the process for resolving those concerns within 7
183 calendar days after notification by the parent.

184 a. At a minimum, the procedures must require that within
185 30 days after notification by the parent that the concern
186 remains unresolved, the school district must either resolve the
187 concern or provide a statement of the reasons for not resolving
188 the concern.

189 b. If a concern is not resolved by the school district, a
190 parent may:

191 (I) Request the Commissioner of Education to appoint a
192 special magistrate who is a member of The Florida Bar in good
193 standing and who has at least 5 years' experience in
194 administrative law. The special magistrate shall determine facts
195 relating to the dispute over the school district procedure or
196 practice, consider information provided by the school district,
197 and render a recommended decision for resolution to the State
198 Board of Education within 30 days after receipt of the request
199 by the parent. The State Board of Education must approve or
200 reject the recommended decision at its next regularly scheduled

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meeting that is more than 7 calendar days and no more than 30 days after the date the recommended decision is transmitted. The costs of the special magistrate shall be borne by the school district. The State Board of Education shall adopt rules, including forms, necessary to implement this subparagraph.

(II) Bring an action against the school district to obtain a declaratory judgment that the school district procedure or practice violates this paragraph and seek injunctive relief. A court may award damages and shall award reasonable attorney fees and court costs to a parent who receives declaratory or injunctive relief.

c. Each school district shall adopt and post on its website policies to notify parents of the procedures required under this subparagraph.

d. Nothing contained in this subparagraph shall be construed to abridge or alter rights of action or remedies in equity already existing under the common law or general law.

Section 4. Paragraph (b) of subsection (1) of section 1003.42, Florida Statutes, is amended to read:

1003.42 Required instruction.—

(1)

(b) All ~~instructional materials, as defined in s. 1006.29(2),~~ used to teach reproductive health or any disease, including HIV/AIDS, its symptoms, development, and treatment, as part of the courses referenced in subsection (5), must be

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226 ~~annually approved by the department a district school board in~~
 227 ~~an open, noticed public meeting.~~

228 Section 5. Subsection (2) of section 1003.46, Florida
 229 Statutes, is amended to read:

230 1003.46 Health education; instruction in acquired immune
 231 deficiency syndrome.—

232 (2) Throughout instruction in acquired immune deficiency
 233 syndrome, sexually transmitted diseases, or health education,
 234 when such instruction and course material contains instruction
 235 in human sexuality, a school shall:

236 (a) Classify males and females as provided in s.
 237 1000.21(9) and teach that biological males impregnate biological
 238 females by fertilizing the female egg with male sperm; that the
 239 female then gestates the offspring; and that these reproductive
 240 roles are binary, stable, and unchangeable.

241 (b)(a) Teach abstinence from sexual activity outside of
 242 marriage as the expected standard for all school-age students
 243 while teaching the benefits of monogamous heterosexual marriage.

244 (c)(b) Emphasize that abstinence from sexual activity is a
 245 certain way to avoid out-of-wedlock pregnancy, sexually
 246 transmitted diseases, including acquired immune deficiency
 247 syndrome, and other associated health problems.

248 (d)(c) Teach that each student has the power to control
 249 personal behavior and encourage students to base actions on
 250 reasoning, self-esteem, and respect for others.

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~~(e)-(d)~~ Provide instruction and material that is appropriate for the grade and age of the student.

The Department of Education must approve any materials used for instruction under this subsection.

Section 6. Paragraphs (a), (d), and (e) of subsection (2) and paragraphs (a) and (f) of subsection (4) of section 1006.28, Florida Statutes, are amended to read:

1006.28 Duties of district school board, district school superintendent; and school principal regarding K-12 instructional materials.—

(2) DISTRICT SCHOOL BOARD. The district school board has the constitutional duty and responsibility to select and provide adequate instructional materials for all students in accordance with the requirements of this part. The district school board also has the following specific duties and responsibilities:

(a) Courses of study; adoption.—Adopt courses of study, including instructional materials, for use in the schools of the district.

1. Each district school board is responsible for the content of all instructional materials and any other materials used in a classroom, made available in a school or classroom library, or included on a reading list, whether adopted and purchased from the state-adopted instructional materials list, adopted and purchased through a district instructional materials

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program under s. 1006.283, or otherwise purchased or made available.

2. Each district school board must adopt a policy regarding an objection by a parent or a resident of the county to the use of a specific material, which clearly describes a process to handle all objections and provides for resolution. The objection form, as prescribed by State Board of Education rule, and the district school board's process must be easy to read and understand and be easily accessible on the homepage of the school district's website. The objection form must also identify the school district point of contact and contact information for the submission of an objection. The process must provide the parent or resident the opportunity to proffer evidence to the district school board that:

a. An instructional material does not meet the criteria of s. 1006.31(2) or s. 1006.40(3)(d) if it was selected for use in a course or otherwise made available to students in the school district but was not subject to the public notice, review, comment, and hearing procedures under s. 1006.283(2)(b) 8., 9., and 11.

b. Any material used in a classroom, made available in a school or classroom library, or included on a reading list contains content which: ~~that~~

(I) Is pornographic or prohibited under s. 847.012;

(II) Depicts or describes sexual conduct as defined in s.

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301 847.001(19), unless such material is for a course required by s.
 302 1003.46, s. 1003.42(2) (n) l.g., or s. 1003.42(2) (n) 3., or
 303 identified by State Board of Education rule;

304 (III) Is not suited to student needs and their ability to
 305 comprehend the material presented;IT or

306 (IV) Is inappropriate for the grade level and age group
 307 for which the material is used.

308
 309 Any material that is subject to an objection on the basis of
 310 sub-sub-subparagraph b.(I) or sub-sub-subparagraph b.(II) must
 311 be removed within 5 school days of receipt of the objection and
 312 remain unavailable to students of that school until the
 313 objection is resolved. Parents shall have the right to read
 314 passages from any material that is subject to an objection. If
 315 the school board denies a parent the right to read passages due
 316 to content that meets the requirements under sub-sub-
 317 subparagraph b.(I), the school district shall discontinue the
 318 use of the material. If the district school board finds that any
 319 ~~an instructional material meets does not meet~~ the requirements
 320 ~~criteria~~ under sub-subparagraph a. or that any other material
 321 contains prohibited content under sub-sub-subparagraph b.(I)
 322 ~~sub-subparagraph b.,~~ the school district shall discontinue use
 323 of the material. If the district school board finds that any
 324 other material contains prohibited content under sub-sub-
 325 subparagraph b. (II)-(IV), the school district shall discontinue

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326 use of the material for any grade level or age group for which
327 such use is inappropriate or unsuitable.

328 3. Each district school board must establish a process by
329 which the parent of a public school student or a resident of the
330 county may contest the district school board's adoption of a
331 specific instructional material. The parent or resident must
332 file a petition, on a form provided by the school board, within
333 30 calendar days after the adoption of the instructional
334 material by the school board. The school board must make the
335 form available to the public and publish the form on the school
336 district's website. The form must be signed by the parent or
337 resident, include the required contact information, and state
338 the objection to the instructional material based on the
339 criteria of s. 1006.31(2) or s. 1006.40(3)(d). Within 30 days
340 after the 30-day period has expired, the school board must, for
341 all petitions timely received, conduct at least one open public
342 hearing before an unbiased and qualified hearing officer. The
343 hearing officer may not be an employee or agent of the school
344 district. The hearing is not subject to the provisions of
345 chapter 120; however, the hearing must provide sufficient
346 procedural protections to allow each petitioner an adequate and
347 fair opportunity to be heard and present evidence to the hearing
348 officer. The school board's decision after convening a hearing
349 is final and not subject to further petition or review.

350 4. Meetings of committees convened for the purpose of

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ranking, eliminating, or selecting instructional materials for recommendation to the district school board must be noticed and open to the public in accordance with s. 286.011. Any committees convened for such purposes must include parents of ~~district~~ students who will have access to such materials.

5. Meetings of committees convened for the purpose of resolving an objection by a parent or resident to specific materials must be noticed and open to the public in accordance with s. 286.011. Any committees convened for such purposes must include parents of students who will have access to such materials.

6. If a parent disagrees with the determination made by the district school board on the objection to the use of a specific material, a parent may request the Commissioner of Education to appoint a special magistrate who is a member of The Florida Bar in good standing and who has at least 5 years' experience in administrative law. The special magistrate shall determine facts relating to the school district's determination, consider information provided by the parent and the school district, and render a recommended decision for resolution to the State Board of Education within 30 days after receipt of the request by the parent. The State Board of Education must approve or reject the recommended decision at its next regularly scheduled meeting that is more than 7 calendar days and no more than 30 days after the date the recommended decision is

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376 transmitted. The costs of the special magistrate shall be borne
377 by the school district. The State Board of Education shall adopt
378 rules, including forms, necessary to implement this
379 subparagraph.

380 (d) School library media services; establishment and
381 maintenance.—Establish and maintain a program of school library
382 media services for all public schools in the district, including
383 school library media centers, or school library media centers
384 open to the public, and, in addition such traveling or
385 circulating libraries as may be needed for the proper operation
386 of the district school system. Beginning January 1, 2023, school
387 librarians, media specialists, and other personnel involved in
388 the selection of school district library materials must complete
389 the training program developed pursuant to s. 1006.29(6) before
390 reviewing and selecting age-appropriate materials and library
391 resources. Upon written request, a school district shall provide
392 access to any material or book specified in the request that is
393 maintained in a district school system library and is available
394 for review.

395 1. Each book made available to students through a school
396 district library media center or included in a recommended or
397 assigned school or grade-level reading list must be selected by
398 a school district employee who holds a valid educational media
399 specialist certificate, regardless of whether the book is
400 purchased, donated, or otherwise made available to students.

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2. Each district school board shall adopt procedures for developing library media center collections and post the procedures on the website for each school within the district.

The procedures must:

a. Require that book selections meet the criteria in s. 1006.40(3)(d).

b. Require consultation of reputable, professionally recognized reviewing periodicals and school community stakeholders.

c. Provide for library media center collections, including classroom libraries, based on reader interest, support of state academic standards and aligned curriculum, and the academic needs of students and faculty.

d. Provide for the regular removal or discontinuance of books based on, at a minimum, physical condition, rate of recent circulation, alignment to state academic standards and relevancy to curriculum, out-of-date content, and required removal pursuant to subparagraph (a)2.

3. Each elementary school must publish on its website, in a searchable format prescribed by the department, a list of all materials maintained and accessible in the school library media center or a classroom library or required as part of a school or grade-level reading list.

4. Each district school board shall adopt and publish on its website the process for a parent to limit his or her

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426 student's access to materials in the school or classroom
427 library.

428 (e) Public participation.—Publish on its website, in a
429 searchable format prescribed by the department, a list of all
430 instructional materials, including those used to provide
431 instruction required by s. 1003.42. Each district school board
432 must:

433 1. Provide access to all materials, excluding teacher
434 editions, in accordance with s. 1006.283(2)(b)8.a. before the
435 district school board takes any official action on such
436 materials. This process must include reasonable safeguards
437 against the unauthorized use, reproduction, and distribution of
438 instructional materials considered for adoption.

439 2. Select, approve, adopt, or purchase all materials as a
440 separate line item on the agenda and provide a reasonable
441 opportunity for public comment. The use of materials described
442 in this paragraph may not be selected, approved, or adopted as
443 part of a consent agenda.

444 3. Annually, beginning June 30, 2023, submit to the
445 Commissioner of Education a report that identifies:

446 a. Each material for which the school district received an
447 objection pursuant to subparagraph (a)2., including the grade
448 level and course the material was used in, for the school year
449 and the specific objections thereto.

450 b. Each material that was removed or discontinued ~~as a~~

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~~result of an objection.~~

c. Each material that was not removed or discontinued and the rationale for not removing or discontinuing the material ~~The grade level and course for which a removed or discontinued material was used, as applicable.~~

The department shall publish and regularly update a list of materials that were removed or discontinued as a result of an objection and disseminate the list to school districts for consideration in their selection procedures.

(4) SCHOOL PRINCIPAL.—The school principal has the following duties for the management and care of materials at the school:

(a) Proper use of instructional materials.—The principal shall assure that instructional materials are used to provide instruction to students enrolled at the grade level or levels for which the materials are designed, pursuant to adopted district school board rule. The school principal shall communicate to parents the manner in which instructional materials are used to implement the curricular objectives of the school and the procedures for contesting the adoption and use of instructional materials.

(f) Selection of library media center materials.—School principals are responsible for overseeing compliance with school district procedures for selecting school library media center

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476 materials at the school to which they are assigned and notifying
477 parents of the process for objecting to the use of specific
478 materials.

479 Section 7. Sections 1000.05(2), (3), (4)(a), (5), and
480 (6)(d), 1001.453(2)(c), 1002.42(3)(a), 1003.27(2)(b) and (c),
481 1003.42(3)(a), (c), (e), and (f), 1004.43(2), 1006.205(2)(b) and
482 (3), 1009.23(7), 1009.24(10)(b), 1009.983(6), 1009.986(3)(e),
483 and 1014.05(1)(c), (d), and (f), Florida Statutes, are reenacted
484 for the purpose of incorporating the amendment made by this act
485 to s. 1000.21, Florida Statutes, in references thereto.

486 Section 8. If any provision of this act or the application
487 thereof to any person or circumstance is held invalid, the
488 invalidity does not affect other provisions or applications of
489 this act which can be given effect without the invalid provision
490 or application, and to this end the provisions of this act are
491 severable.

492 Section 9. This act shall take effect July 1, 2023.

6A-1.0955 Education Records.

(1) Purposes. This rule applies to education records maintained to facilitate the instruction, guidance, and educational progress of students in programs operated under the authority and direction of a district school board or other agency or institution as defined in Section 1002.22(1), F.S. This rule is intended to further the intent of Section 1002.22(2), F.S., that the rights of students and their parents with respect to education records created, maintained, or used by public educational institutions and agencies must be protected in accordance with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. s. 1232g, the implementing regulations issued pursuant thereto, and Sections 1002.22 and 1002.221, F.S.

(2) Definitions.

(a) "Education records" means records that are directly related to a student and that are maintained by an educational agency or institution or a party acting for or on behalf of the agency or institution, as defined in 20 U.S.C. s. 1232g(a)(4).

(b) "Eligible student" means a student who has reached 18 years of age or is attending a postsecondary institution, at any age.

(c) "Institution" means any public school, center, or other entity that is part of Florida's education system under Sections 1000.04(2), (4), and (5), F.S.

(d) "Online educational service" means computer software, mobile applications (apps), and web-based tools that students or parents are required to use and access through the internet and as part of a school activity or function. Examples include online services that students or parents use to access class readings, assignments, or videos, to view learning progression, or to complete assignments. This does not include online services that students or parents may use in their personal capacity or to online services that districts or schools may use to which students or parents do not have access, such as a district student information system.

(e) "Parent" includes parents or guardians of students who are or have been in attendance at a school or institution as defined in paragraph (2)(c).

(f) "Personally identifiable information" or "PII" means information that can be used to distinguish or trace a student's identity either directly or indirectly through linkages with other information, as defined in 34 CFR §99.3. PII includes, but is not limited to direct identifiers (such as a student's or other family member's name), indirect identifiers (such as a student's date of birth, place of birth, or mother's maiden name), and other personal identifiers (such as a student's social security number or Florida Education Identifier (FLEID) number). PII also includes information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.

(g) "School Board or School District" means a Florida school district or district school board, charter school governing board, the Florida Virtual School (Section 1002.37, F.S.), the Florida School for the Deaf and the Blind (Section 1002.36, F.S.), and Developmental Research (Laboratory) Schools (Section 1002.32, F.S.).

(h) "School day(s)" means any weekday that school is in session, based on the school district's calendar;

(i) "Student" means any individual who is or has been in attendance at an educational agency or institution and regarding whom the agency or institution maintains education records.

(j) "Therapeutic treatment plan" means a plan that identifies the mental health diagnosis, or condition, the therapy or intervention goal(s), the type of school-based mental health intervention, and the school-based mental health services provider responsible for providing the mental health intervention or therapy.

(k) "Therapy progress notes" means notes maintained by a school-based mental health services provider that summarize the focus and progress toward treatment goals(s) of each therapy or intervention session.

(l) "Third-party vendor" or "Third-party service provider" means any entity, whether public or private, that provides services to a school board or institution through a contract or agreement. The term does not include the Florida Department of Education, the Department's contractors and subcontractors, and School Boards and School Districts as defined in paragraph (2)(g).

(3) Information contained in education records must be classified and retained as follows:

(a) Category A: Information for each student which must be kept current while the student is enrolled and retained permanently in the manner prescribed by Section 1001.52(2), F.S.

(b) Category B: Information which is subject to periodic review and elimination when the information is no longer useful in the manner prescribed by Section 1001.52(3), F.S.

(4) Content of Category A records. The following information must be maintained for each student:

(a) Student's full legal name,

(b) Authenticated birthdate, place of birth, race, ethnicity and sex,

(c) Last known address of the student,
(d) Names of the student's parent(s) or guardian(s),
(e) Name and location of last school attended,
(f) Number of days present and absent, date enrolled and date withdrawn,
(g) Courses taken and record of achievement, such as grades, units, or certification of competence,
(h) Date of graduation or date of program completion, and
(i) Records of requests for access to and disclosure of personally identifiable information from the education records of the student as required by FERPA.

(5) Content of Category B records. These records may include but are not limited to the following:

(a) Health information and health care plans,
(b) Family background data,
(c) Standardized test scores,
(d) Educational and career plans,
(e) Honors and activities,
(f) Work experience reports,
(g) Teacher comments,
(h) Reports of student services or exceptional student staffing committees including all information required by Section 1001.42(13), F.S.,
(i) Discipline records,
(j) School Environmental Safety Incident Reports (SESIR) collected under Section 1006.07(9), F.S.,
(k) Except as provided in Subsection (6), threat assessments done by the threat assessment team pursuant to Section 1006.07(7), F.S.,

(l) Academic and behavioral intervention services,
(m) Psychological evaluations,
(n) Therapeutic treatment plans and therapy progress notes,
(o) Correspondence from community agencies or private professionals,
(p) Driver education certificate,
(q) List of schools attended,
(r) Written agreements of corrections, deletions or expunctions as a result of meetings or hearings to amend educational records, and

(s) Records designated for retention by the Florida Department of State in General Records Schedule GS7 for *Public Schools Pre-K – 12, Adult and Vocational/Technical*.

(6) Threat management. All reports of concerning behavior, concerning communications, or threats documented using the Florida Harm Prevention and Threat Management Instrument prescribed by Rule 6A-1.0019, F.A.C., are Category B records and shall be maintained in a student's file as long as determined useful by a threat management team, pursuant to Section 1006.07(7), F.S., and Rule 6A-1.0019, F.A.C. These records include all corresponding documentation and any additional information required by the Florida Model for threat management related to the reporting, evaluation, intervention, and management of threat assessment evaluations and intervention services.

(7) School districts must maintain sufficient information, to include social security numbers for students enrolled in a postsecondary program so that they can be located after they have either withdrawn or completed a program of study.

(8) Each school board must adopt a policy for educational records which must include:

(a) Provisions for an annual written notice and other notices necessary to inform parents and eligible students of their rights as defined in Section 1002.22(2), F.S., and FERPA. The district must develop methods of notice for informing parents and eligible students unable to comprehend a written notice in English;

(b) Provisions for permitting parents and eligible students to inspect and review the education records of the student. The district must comply with a request within a reasonable period of time, but in no case more than thirty (30) days after it has been made;

(c) Provisions for parents and eligible students to exercise the right of waiver of access to confidential letters or statements. School districts may not require that parents or eligible students waive any of their rights under Section 1002.22(2), F.S. and FERPA;

(d) A schedule of fees and charges for copies of education records which charges no more than the fees and charges for public records as set forth in Section 119.07, F.S. In no circumstance must the cost reflect the costs to retrieve the education records;

(e) A listing of the types and locations of education records maintained by the educational agency or institution and the titles and addresses of the officials responsible for those records;

(f) Provisions for disclosure of personally identifiable information where prior written consent of the parent or eligible student is not required;

(g) Provisions for disclosure of personally identifiable information where prior written consent of the parent or eligible student, is required, and provisions for maintaining records of requests and disclosures;

(h) Provisions for the maintenance and security of student records, including procedures to ensure the confidentiality of student records and safeguard records from unauthorized or unintentional access;

(i) Provisions for disclosure of personally identifiable information in health and safety emergencies;

(j) Provisions for disclosure of directory information;

(k) Provisions for challenging the content of any record which the parent or eligible student believe to be inaccurate, misleading or a violation of the right of privacy and for providing an opportunity for amendment of such information; and

(l) Provisions for ensuring the accuracy of information maintained and for periodic review and elimination of information no longer useful, in the manner prescribed by Section 1001.52(3), F.S.

(m) Provisions for parents to specify the use of any deviation from their child's legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate.

(9) Procedures for transfer of education records.

(a) The transfer of records must be made immediately upon written request of an eligible student, a parent or a receiving school. The principal or designee must transfer a copy of all Category A and Category B information and must retain a copy of Category A information; however, student records which are required for audit purposes for programs listed in Section 1010.305, F.S., must be maintained in the district for the time period indicated in Rule 6A-1.0453, F.A.C.

(b) The transfer of education records must not be delayed for nonpayment of a fee or fine assessed by the school.

(c) The transfer of records of students who transfer from school to school must occur within five (5) school days of receipt of the request for records from the new school or district, or receipt of the identity of the new school and district of enrollment, whichever occurs first. Pursuant to Section 1003.25, F.S., student records must contain verified reports of serious or recurrent behavior patterns, including all documentation and related information for reports of concerning behavior, concerning communication, or threats that are documented using any portion of the Florida Harm Prevention and Threat Management Instrument, and psychological evaluations, including therapeutic treatment plans and therapy progress notes created or maintained by district or charter school staff. All reports of concerning behavior, concerning communication, or threats must be transferred, regardless of the outcome or level of concern.

(10) Security of education records.

(a) The school principal or designee must be responsible for the privacy and security of all student records maintained in the school.

(b) The superintendent of schools or designee must be responsible for the privacy and security of all student records that are not under the supervision of a school principal.

(c) Institutions and agencies that are not part of a school district must designate the office or position responsible for the privacy and security of all student records.

Rulemaking Authority 1001.02(1), 1002.22(3), 1003.25(2), 1008.405 F.S. Law Implemented 1001.42(8)(c), 1001.52(2), (3), 1002.22(2), (3), 1002.221, 1003.25, 1008.405 F.S. History New 4 11 70, Repromulgated 12 5 74, Revised 6 1 75, Amended 10 7 75, 2 21 77, 3 1 78, 5 24 81, Formerly 6A 1.955, Amended 6 17 87, 1 2 95, 10 25 10, 5 5-20, 11 22 22, 8 22 23, 11 21 23, 2 20 24.

INVESTIGATOR'S NOTES

Notes- Jackie Saxenmeyer

- On 3/7/25 I was made aware by PSLR Administrative Secretary that she received a phone call from the Principal of Satellite High School, Ms. Courtney Lundy asking specifically for Director Rosemary Browning. I was informed that a parent, [REDACTED] filed a complaint/records request involving a teacher at Satellite High School who is addressing their transitioning child by their preferred name rather than their legal name. Female student [REDACTED] transitioning to male preferred name [REDACTED].
- On 3/10/25 I was asked to sit in a meeting with Assistant Superintendent of Human Resources Mr. Ryan Dufrain, Chief of Schools Mr. James Rehmer, and Government and Community Relations Chief Strategic Communications Officer Ms. Janet Murnaghen. During the meeting, I was informed that Ms. Lundy spoke to a total of 4 teachers separately and that 1 teacher admitted to calling the student [REDACTED] and refused to call the student by their legal name. After the meeting I called and left a voicemail for Ms. Lundy and sent her a follow-up email. I also spoke to Ms. Browning and was advised to first gather all the information from Ms. Lundy and schedule the PDM with the teacher to discuss the BPS and State Law violations.
- On 3/11/25 I spoke with Ms. Lundy. I was advised that on Thursday 3/6/25 she received a phone call from Board Member Mr. Matt Susin advising her that the parent had contacted him and verbalized that the culture at Satellite High School is "indoctrinating" kids and encouraging student to be transgender. Ms. Lundy contacted the parent by phone. During this time, the parent also complained that former Board Member Jennifer Jenkins was influencing teachers as well and requested a copy of all written communication between Ms. Jenkins and teachers at Satellite High School. Ms. Lundy submitted a request to the records custodian via email and copied the parent on the email sent Friday 3/7/25. On 3/10/25 at 8:15 am Ms. Lundy met with four of the students teachers separately Calhoun, Clapper, Belez, and Merling. Ms. Calhoun admitted to calling the student by their preferred name and was also knowledgeable about the state law. I requested that Ms. Lundy have her AP collect statements from the students. In order to accommodate Ms. Lundy due to her schedule I scheduled a PDM for Ms. Calhoun for Friday, 3/14/25 at 11:00am. I later emailed Ms. Lundy and requested that she email me a written statement for herself describing the meeting she had with Ms. Calhoun. I received a phone call shortly after from my Director requesting that I reschedule the PDM as soon as possible. I rescheduled the PDM for 3/13/24 at 10 am. I also emailed Legal Services District Attorney Paul Gibbs for assistance and called Dr. Chayna Jenkins office in Student Services for assistance with Board Policy.
- On 3/11/25 the PDM was presented to Ms. Calhoun by Ms. Lundy. The PDM is scheduled for 3/13/25 at 8:00 am in HR.
- On 3/12/25 I received a phone call from the BFT office on behalf of Mr. Anthony Colucci asking if the meeting could be rescheduled for 2:00 pm. At which time I agreed.

- On 3/12/25 I spoke to District Attorney Mr. Paul Gibbs regarding BPS Policy 8330 Student Records. The last NEOLA update was in 2023, however the District did not adopt. I was advised by Mr. Gibbs that he will speak with Student Services as they hold the policy. Language from F.A.C. Education Records, in compliance with creating parent consent form.
- On 3/12/25 I received a phone call back from Dr. Jenkins. I was advised that only the LTP's were sent out in 2023 and nothing further. Dr. Jenkins spoke to Mr. Gibbs about updating the Student Records policy. Dr. Jenkins later emailed me a copy of the three LTP memo's that were sent out by Student Services and IT.
- On 3/13/25 at 2:00 P.M. the PDM took place with Ms. Calhoun along with Mr. Colucci present.
- On 3/14/25 I called and spoke to Director Sherri Bowman and requested that she provide a written statement. I later received a statement sent to me via email. I also called and spoke to Ms. Lundy and requested that she provide a second statement detailing the entire incident. Ms. Lundy will be providing her statement to me on Monday 3/17/25.
- On 3/14/25 I was asked by the Assistant Superintendent Mr. Ryan Dufrain to contact Ms. Calhoun to ask additional follow-up questions in regards to Ms. Calhoun's communication with the student after being notified by the principal of the incident. I was instructed to ask Ms. Calhoun permission to audio record her statement. I then called Ms. Calhoun by phone and explained to her that I had follow-up questions to ask her and requested to record the conversation. I then gave her the option to come into the district to provide a statement. Ms. Calhoun requested to call me back. I later received a phone call from Mr. Colucci asking to schedule a meeting at the District. The meeting is scheduled for 3/24/25 at 10:00 am. I then emailed Ms. Calhoun and Mr. Colucci and received confirmation for the meeting.
- On 3/18/24 Ms. Lundy provided an additional written statement.
- On 3/24/25 at 10:00 AM I held the meeting with Ms. Calhoun and Mr. Colucci.
- On 3/26/25 I drafted a letter of reprimand for Ms. Calhoun.
- On 4/1/25 the Superintendent Dr. Rendell met with Ms. Calhoun and presented to her the letter of reprimand and non-renewal letter.

Predetermination Meeting 3/3/25 Teacher, Melissa Calhoun

- 3/6/25 verbal complaint was made to the school administration by the parent of the student [REDACTED] indicating that their child is being referred to by their preferred nickname rather than their legal name without the parents' request.
- 3/10/25 Principal Courtney Lundy held a meeting with Ms. Calhoun to discuss allegations.

Questions

- Please discuss with me the meeting that was held with Ms. Lundy and what was stated.
- How long have you known this student?
- Did the student ask you to call them by their nickname? If so, how and when did this occur?
- Did you ever communicate with the student's parent in the past regarding the student's request? Have you ever communicated with the student's parent and referred to them as their nickname?
- Are you aware of the Florida Statute that was last updated in 2023 related to student deviation of their legal name?

F.S. 1000.071 Personal Titles and Pronouns, primary prohibition

Florida Administrative Code 6A-1.0955 Education Records

Standards of Ethical Conduct Employees shall not violate F.S. 1000.071 which relates to the user of personal titles and pronouns in educational institutions.

The District is in compliance with Florida Administrative Code Education Records via Parent Consent form

- How did you become aware of the law?
- If knowledgeable, why have you not confirmed that a form was completed confirming the parents' consent?
- Do you know where to find nicknames in Focus? Do you know where to find the necessary form to be completed by a parent if requested?

Follow up Interview Questions 3/24/25

- Did you make a comment stating this maybe the bill you fall on?*
- After your meeting with Ms. Lundy took place, you advised in our last meeting that you met with [REDACTED] to ^{tell} make her that you could no longer refer to as [REDACTED]. What day was your ^{meeting} g with the ^{principal} *Sharon* 5/10?
 - Did Ms. Lundy ask you to speak to the student and relay this information?
 - Do you recall which day you spoke to the student?
 - Where were you when you met with the student?
 - Was it a private conversation or were there other faculty members or students around?
 - What was said to the student?
 - Did the student become upset?

- What was the student's response to you?

was there any crying that took place?

Predetermination Meeting 3/13/25 Teacher, Melissa Calhoun

- 3/6/25 verbal complaint was made to the school administration by the parent of the student [REDACTED] indicating that their child is being referred to by their preferred nickname rather than their legal name without the parents' request.
- 3/10/25 Principal Courtney Lundy held a meeting with Ms. Calhoun to discuss allegations.

Questions

- Please discuss with me the meeting that was held with Ms. Lundy and what was stated. *maybe he will she falls on*
- How long have you known this student?
- Did the student ask you to call them by their nickname? If so, how and when did this occur? *what is the preferred name.*
- Did you ever communicate with the student's parent in the past regarding the student's request? Have you ever communicated with the student's parent and referred to them as their nickname? *Has the parent ever said anything to you before this complaint.*
- Are you aware of Florida Statute that was last updated in 2023 related to student deviation of their legal name?
F.S. 1000.071 Personal Titles and Pronouns, primary prohibition
Florida Administrative Code 6A-1.0955 Education Records
District in compliance with F.A.C. Education Records, Parent Consent form
Standards of Ethical Conduct *Board Po 8330 Records*
- How did you become aware?
- If knowledgeable, why have you not confirmed that a form was completed confirming the parents' consent? *LTP student + services 8/7/23 + 8/14/23 I+ 8/14/23 procedures for verify names*
- Do you know where to find nicknames in Focus? Do you know where to find the necessary form to be completed by a parent if requested? *Parents + students District webpage - Parent Consent for nickname forms.*